

1. Sign in to [KITE](#).
2. Click on Reports
3. Click on Data Extracts
4. Click on DLM General Research File (GRF)
5. Click New File
6. In a new window, Choose School,
7. Make sure to have Subject and Grade "SELECTED" and then click OK.
8. Wait for the File to be generated in the QUEUE.
9. Click on Excel file when complete.

This is district provided, if there are any inaccuracies please let us know.