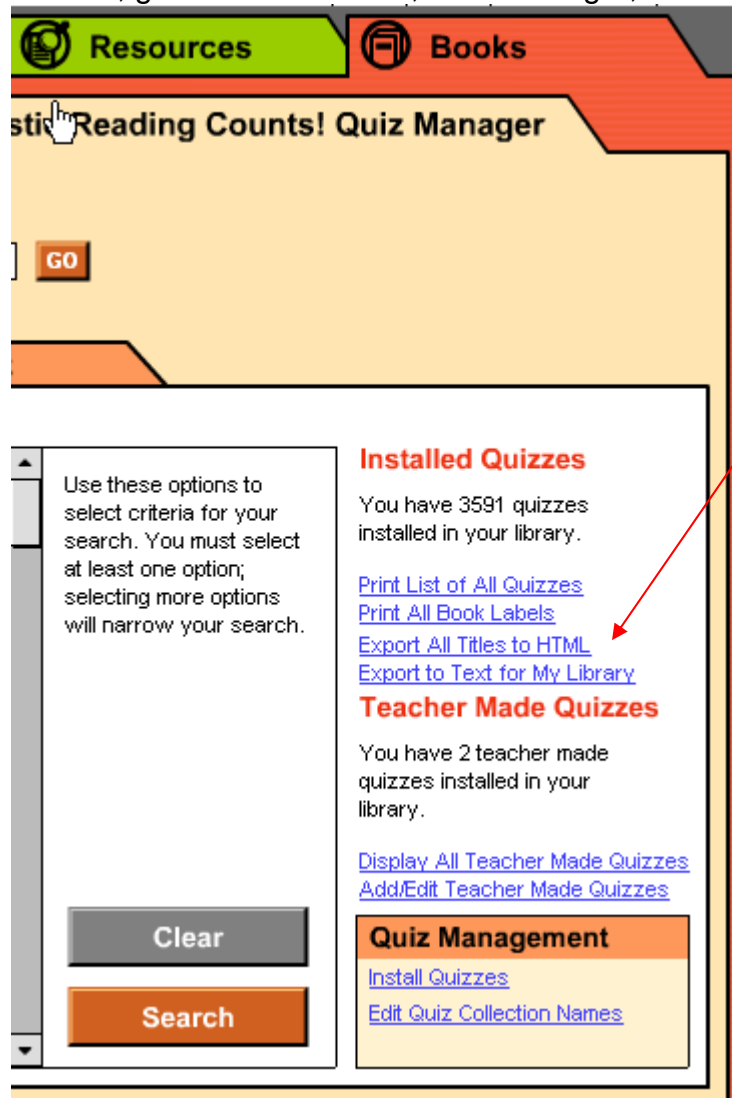


# How to sort RC Quiz lists by Author's last name, Title & Lexile in Excel, and then add the pages to your website

In SAM, go to the Books tab, Quiz Manager, and **Export All Titles to HTML**.



The screenshot shows the SAM interface with the 'Books' tab selected. The 'Quiz Manager' section is visible, containing search options and lists of installed and teacher-made quizzes. A red arrow points to the 'Export All Titles to HTML' link.

**Resources** **Books**

stiv Reading Counts! Quiz Manager

GO

Use these options to select criteria for your search. You must select at least one option; selecting more options will narrow your search.

**Installed Quizzes**

You have 3591 quizzes installed in your library.

[Print List of All Quizzes](#)  
[Print All Book Labels](#)  
[Export All Titles to HTML](#)  
[Export to Text for My Library](#)

**Teacher Made Quizzes**

You have 2 teacher made quizzes installed in your library.

[Display All Teacher Made Quizzes](#)  
[Add/Edit Teacher Made Quizzes](#)

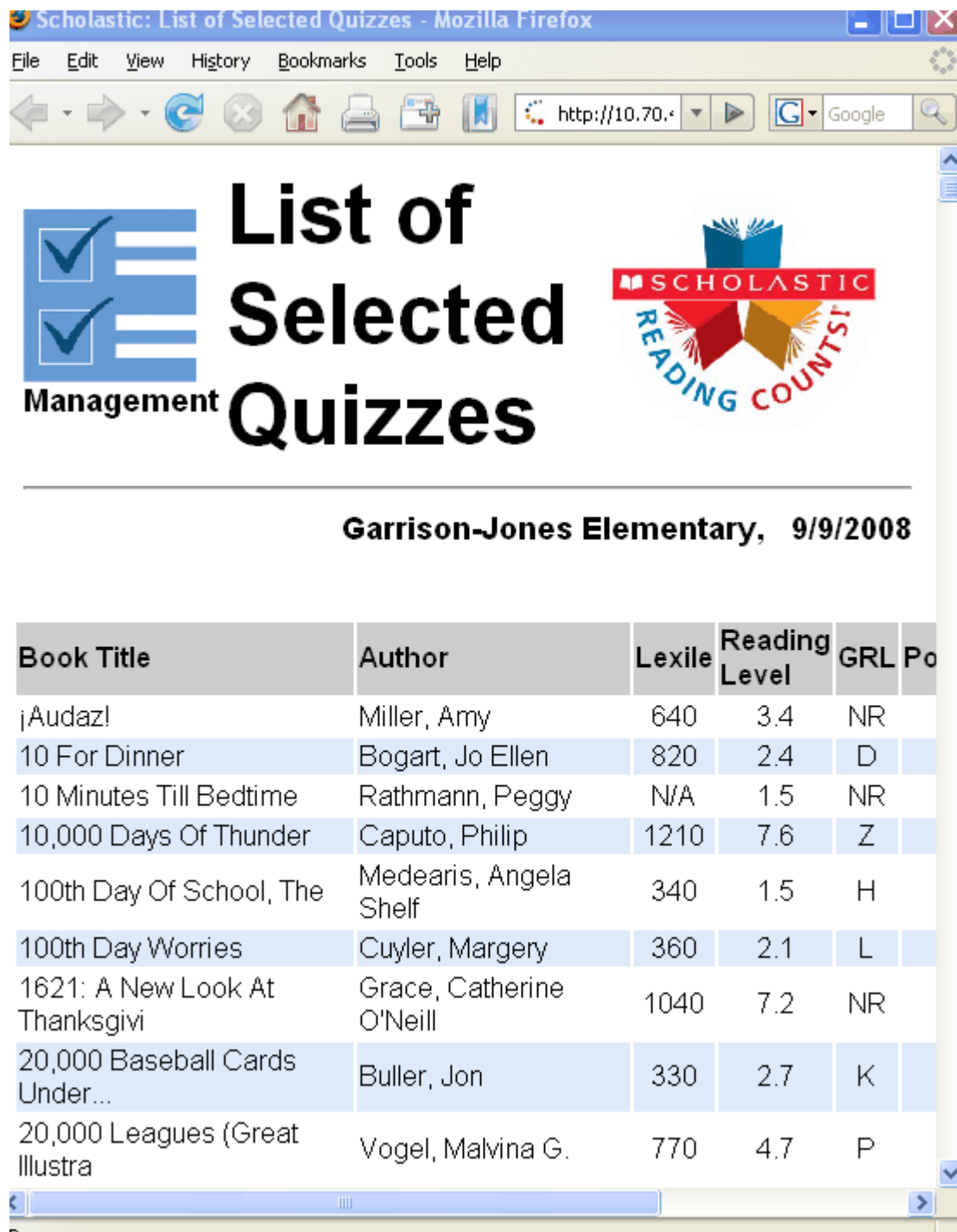
**Quiz Management**

[Install Quizzes](#)  
[Edit Quiz Collection Names](#)

Clear

Search

This will bring up a List of Selected Quizzes in your browser.



**Management Quizzes**

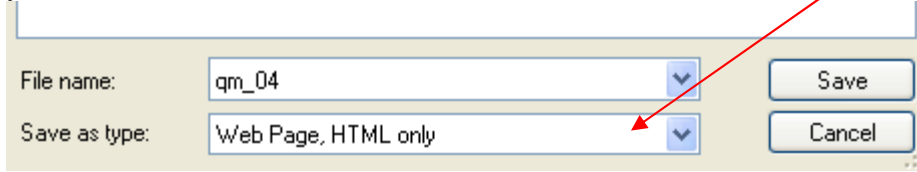
**SCHOLASTIC  
READING COUNTS!**

**List of Selected Quizzes**

**Garrison-Jones Elementary, 9/9/2008**

Book Title	Author	Lexile	Reading Level	GRL	Po
¡Audaz!	Miller, Amy	640	3.4	NR	
10 For Dinner	Bogart, Jo Ellen	820	2.4	D	
10 Minutes Till Bedtime	Rathmann, Peggy	N/A	1.5	NR	
10,000 Days Of Thunder	Caputo, Philip	1210	7.6	Z	
100th Day Of School, The	Medearis, Angela Shelf	340	1.5	H	
100th Day Worries	Cuyler, Margery	360	2.1	L	
1621: A New Look At Thanksgiving	Grace, Catherine O'Neill	1040	7.2	NR	
20,000 Baseball Cards Under...	Buller, Jon	330	2.7	K	
20,000 Leagues (Great Illustra	Vogel, Malvina G.	770	4.7	P	

Then in the browser window, go to File, Save As as Web Page, HTML only. It will probably default to a file name something like "qm\_04," but you can name it whatever you like.



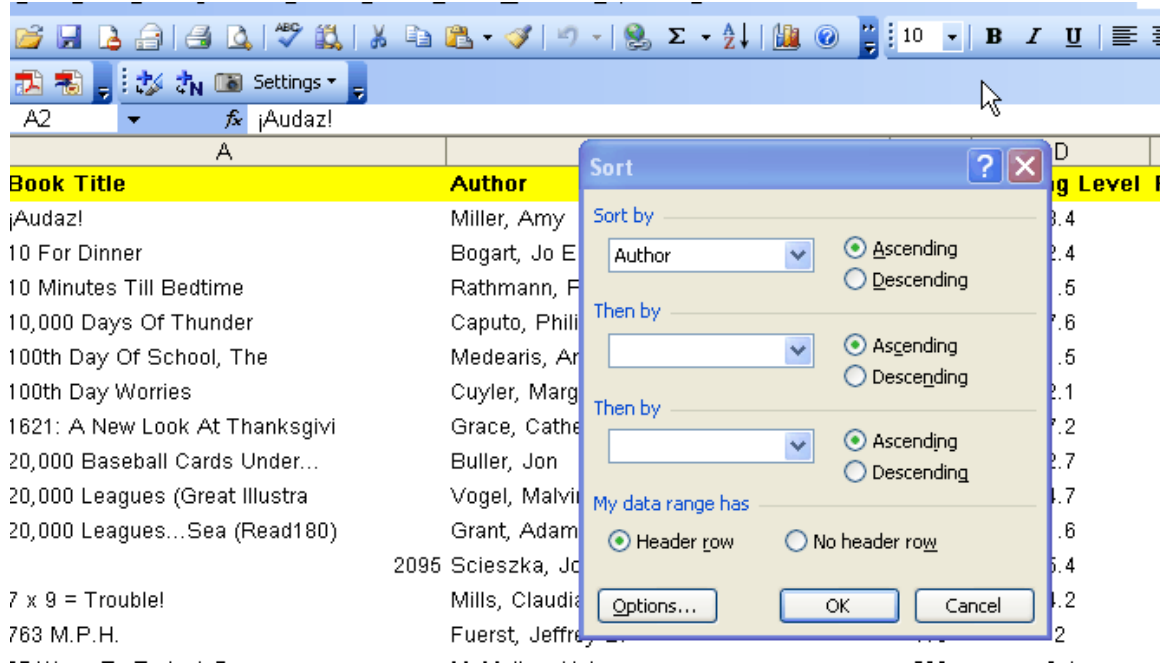
After saving the file, pull up excel, and browse to open the web page you just created.

Book Title	Author	Lexile	Reading Level	GRL	Points
jAudaz!	Miller, Amy	640	3.4	NR	2
10 For Dinner	Bogart, Jo Ellen	820	2.4	D	1
10 Minutes Till Bedtime	Rathmann, Peggy	N/A	1.5	NR	1
10,000 Days Of Thunder	Caputo, Philip	1210	7.6	7	0

The excel file will need to be cleaned up. Delete the first 19 rows and delete the images up top (the little red x's). After you delete the rows, your first row should be the one with Book Title, Author, etc. You also probably want to highlight all columns and remove the cell formatting unless you want to have random blue & white rows when you sort your titles. You can also delete any columns that you won't use (like maybe GRL and Word Count). I formatted the title cells yellow.

Book Title	Author	Lexile	Reading Level	Points	Type
jAudaz!	Miller, Amy	640	3.4	2	Nonfiction
10 For Dinner	Bogart, Jo Ellen	820	2.4	1	Fiction
10 Minutes Till Bedtime	Rathmann, Peggy	N/A	1.5	1	Fiction
10,000 Days Of Thunder	Caputo, Philip	1210	7.6	8	Nonfiction
100th Day Of School, The	Medearis, Angela Shelf	340	1.5	1	Fiction
100th Day Worries	Cuyler, Margery	360	2.1	2	Fiction
1621: A New Look At Thanksgivi	Grace, Catherine O'Neill	1040	7.2	4	Nonfiction
20 000 Baseball Cards Under	Ruller, Inn	330	2.7	2	Fiction

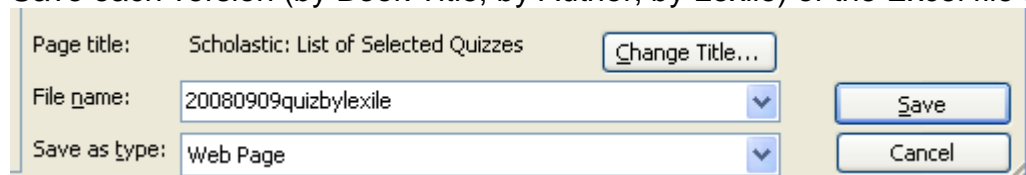
It defaults to a sort by Book Title. To sort by Author, in the Excel file, go to Data, Sort by Author.



Or sort by Lexile.

	A	B	C	D	E	F
	Book Title	Author	Lexile	Reading Level	Points	Type
2	Arthur In A Pickle	Brown, Marc	100	1.5	1	Fiction
3	Tumbleweed Stew	Crummel, Susan Stevens	100	2.2	1	Fiction
4	Sam and Jack (FX)	Culver, Sloan	100	1	3	Fiction
5	Day With Daddy, A	Gikow, Louise	100	1	1	Fiction
6	Zoom, Zoom, Zoom	Hall, Kirsten	100	1.3	1	Fiction
7	My Pal Al	Leonard, Marcia	100	1.3	1	Fiction
8	Bug Dance	Murphy, Stuart J.	100	1.6	1	Fiction
9	Hector's Hiccups	Wardlaw, Lee	100	2.6	2	Fiction
10	One Afternoon	Heo, Yumi	110	1.7	1	Fiction
11	Great Snakes!	Robinson, Fay	110	1.5	1	Nonfiction
12	Show-And-Tell Surprise, The	Bridwell, Norman	120	2.1	1	Fiction
13	Angel Baby	Cummings, Pat	120	1.9	1	Fiction
14	Europe	Fowler, Allan	120	1.8	1	Nonfiction
15	Johnny Lion's Rubber Boots	Hurd, Edith Thacher	120	1.9	2	Fiction
16	Spiders And Webs	Lunn, Carolyn	120	1.4	1	Fiction
17	Katie Can	McDaniel, Becky Bring	120	1.9	1	Fiction
18	Don't Let The Pigeon Drive	Willems, Mo	120	1	1	Fiction

Save each version (by Book Title, by Author, by Lexile) of the Excel file as a Web Page.



Then you can add the different versions to your school website!