

End of Semester – Grade 7 - 12

View/Edit Tools Reports P01 WtLngSt7-1 (LA0471-31) Scores Sem1, GP2 10/11/16 -01/04/17

View & Order \ Score Status \

View Raw Scores

View All Ca Course Setup

Order by D P01 WtLngSt7-1 (LA0471-31) Sem1, GP2 10/11/16 -01/04/17

Grade Period Total Semester Total Drop Scores

Grade Scale EACS Standard 2015+

Use Total Points for Grade Period Total

Use this Calculation for Grade Period Total:

Category	% of Grade
Formative	60
Summative	40

Click on **View\Edit – Course Setup**

Verify **Course Setup** is correct.*

*Refer to **Gradebook Policy 6122** on last page of instructions.

View/Edit Tools Reports P01 MidLevSci8 (CS0480-11) Scores Sem1, GP2 10/11/16 -01/04/17

Assignments

Course Setup

Assignment Categories

Grade Scales

Custom Data Fields

Calendar

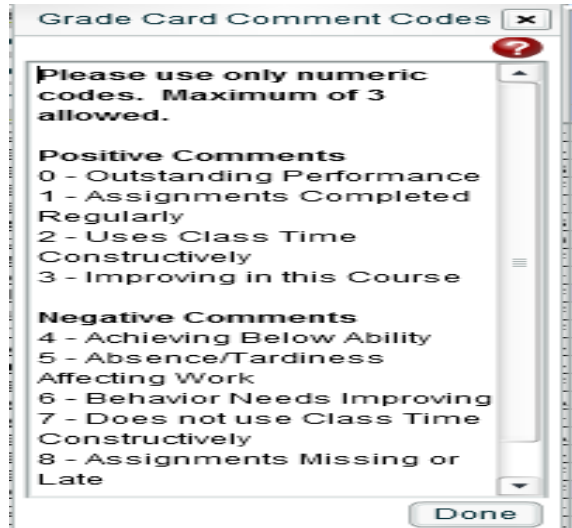
Grade Card Comment Codes

Measuring Length	Mass Lab	Volume Lab	Density Lab	Time and Temp Lab	Chapter 2 Test	Sem 1 GP 1 Total	Sem 1 GP 2 Total	Semester 1 Total
20	20	20	25	30	41	242	220	462
B	A+	M	D-	D	A	A-	C+	C+
B	A	C+	A+	F	B+	B+	B-	B-
B	B+	C-	A	B-	C	B+	B	B

To add comment codes to grade card, refer to **Comment Codes**.

View/Edit – Grade Card Comment Codes

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Type comment code(s) in **GP2 Comment 1** or **GP2 Comment 2**

Type comment codes - NO comma in Comment 1. Max 2 comments in the box.

Maximum of 3 comments per course

View/Edit		Tools		Reports		P01 MidLevSci8 (CS0480-1)		Scores		Semester 1 Totals		
View & Order		Score Status										
View Letter Grades												
View All Categories												
Order by Category												
		GP 1 Grade	GP 1 Comment	GP 1 Comment	GP 1 Behavior	GP 2 Grade	GP 2 Comment 1	GP 2 Comment 2	GP 2 Behavior	Mid Term Exam	Final Exam	Sem 1 Grade
		n/a	A-			C+						C+
		n/a				B-						B-
		n/a	B+			B						B
		n/a	C-			F						F
		n/a	C+			C+						C+
		n/a	B			B						B

Go to **Semester Totals** (from drop down menu)

Change view to either **Letter** or **Percentage**

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View/Edit	Tools	Reports	P01 MidLevSci8 (CS0480-11)	Scores	Semester 1 Totals								
View & Order	Score Status		GP 1 Grade	GP 1 Comment	GP 1 Comment	GP 1 Behavior	GP 2 Grade	GP 2 Comment	GP 2 Comment	GP 2 Behavior	Mid Term Exam	Final Exam	Sem 1 Grade
n/a	A-						C+						C+
n/a							B-						B-
n/a	B+						B						B
n/a	C-						F						F
n/a	C+						C+						C+
n/a	B						B						B
n/a	D-						D						D
n/a							F						F

Type **Final Exam** grade (Letter Grade or Percentage)

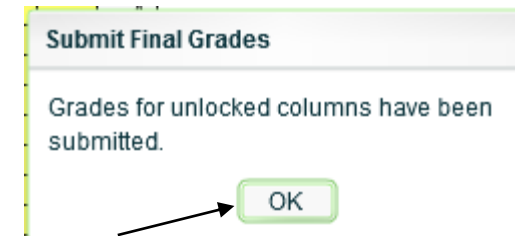
Grades cannot be submitted if there is NOT a grade in **GP2** & **Sem 1** for every student

View/Edit	Tools	Reports	P01 MidLevSci8 (CS0480-11)	Scores
View & Order	Find Student...		GP 2 Comment	GP 2 Behavior
View Letter Grades	Copy Assignments...		GP 2 Behavior	Mid Term Exam
View All Categories	Delete Assignments...		Final Exam	Sem 1 Grade
Order by Category	Import Assignment Sets...			
	Replace Scores...			
	Auto Calculate Final Standard Grades			
	Submit Final Grades...			
	Recalculate Grades (current)			
	Recalculate Grade Period			

To submit grades

Tools – Submit Final Grades

REPEAT FOR EVERY COURSE



Grades have been submitted

Policy 6122 Grading Policy

mentor evaluations

weekly reports/work logs

LANGUAGE ARTS

SUMMATIVE WEIGHTING PERCENT:	FORMATIVE WEIGHTING PERCENT:
Middle School: 60%	Middle School: 40%
Grades 9-10: 60%	Grades 9-10: 40%
Grades 11-12: 70%	Grades 11-12: 30%

MATH

SUMMATIVE WEIGHTING PERCENT:	FORMATIVE WEIGHTING PERCENT:
Pre-Algebra: 60%	Pre-Algebra: 40%
Algebra/Geometry: 70%	Algebra/Geometry: 30%
Algebra II: 75%	Algebra II: 25%
Probability & Statistics, Pre-Calculus, Calculus, Finite: 80%	Probability & Statistics, Pre-Calculus, Calculus, Finite: 20%

SCIENCE

SUMMATIVE WEIGHTING PERCENT:	FORMATIVE WEIGHTING PERCENT:
7/8 TH GRADES: 60%	7/8 TH GRADES: 40%
Geology Environmental Science, Biology, ICP, E-S, Chemistry, Astronomy: 70%	Geology Environmental Science, Biology, ICP, E-S, Chemistry, Astronomy: 30%
A/P, PLTW, Physics: 80%	A/P PLTW, Physics: 20 %

Amended 08/02/16, 06/02/15,
03/05/12, 08/06/02

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SOCIAL STUDIES

SUMMATIVE WEIGHTING PERCENT:	FORMATIVE WEIGHTING PERCENT:
65%	35%

WORLD LANGUAGES

SUMMATIVE WEIGHTING PERCENT:	FORMATIVE WEIGHTING PERCENT:
70%	30%