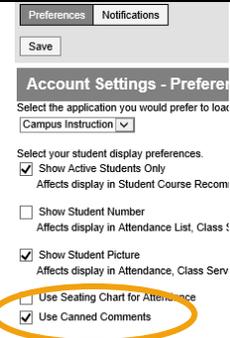
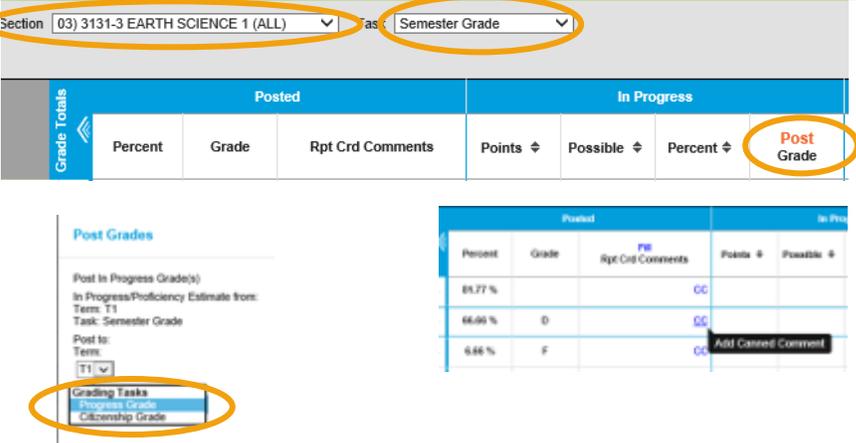
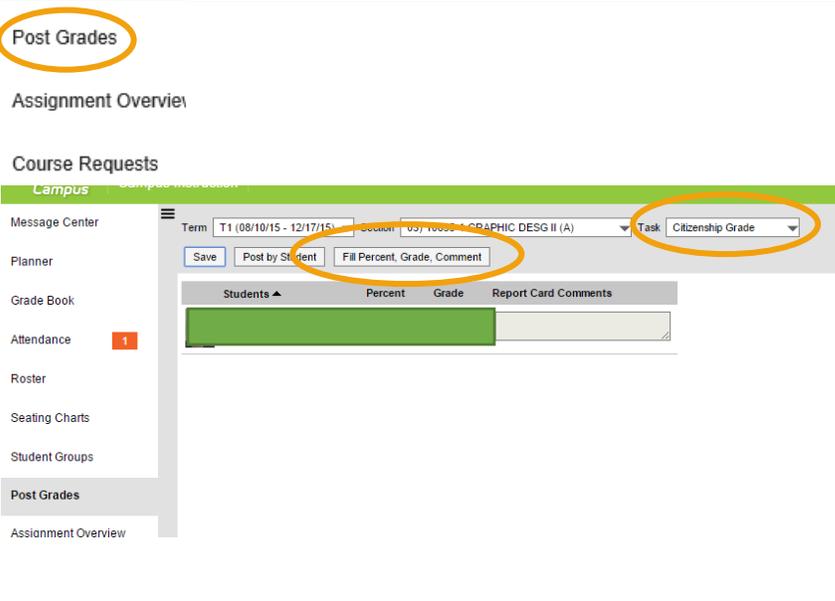
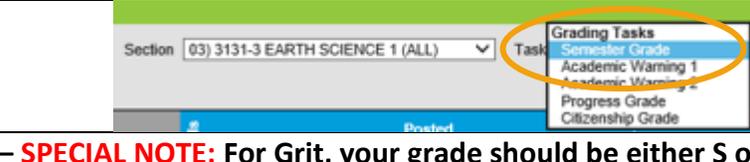


Posting Progress Grades

<ul style="list-style-type: none"> Go to “Grade Book” then at the bottom of the list on the left, select “Account Settings” & make sure “Use canned comments” is selected 	
<ul style="list-style-type: none"> Click “Grade Book” & select the class section you want to work with & stay on “Semester Grade” Click on “Post” and choose “progress grades” Click “ok” 2 times Add comments for each student Click “Save” 	
<ul style="list-style-type: none"> To round up if needed, click “Post Grades” on left hand side, select “section”, adjust grade if needed Add citizenship grades by changing task to “citizenship” You can fill in the grade of A to all, then change individually as needed. Click “SAVE” 	
<ul style="list-style-type: none"> To see your classes again in grade book, choose Task “Semester Grade” 	

Repeat this process for all classes – SPECIAL NOTE: For Grit, your grade should be either S or U