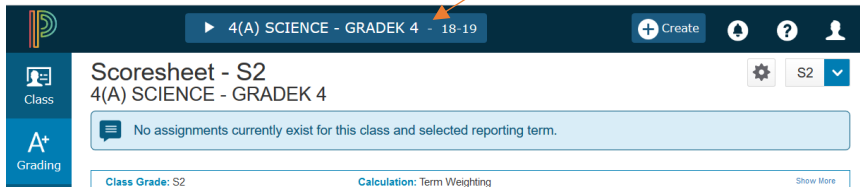


Enter NM for any course

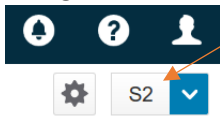
K-Grade 2:

(updated: 6/11/2019)

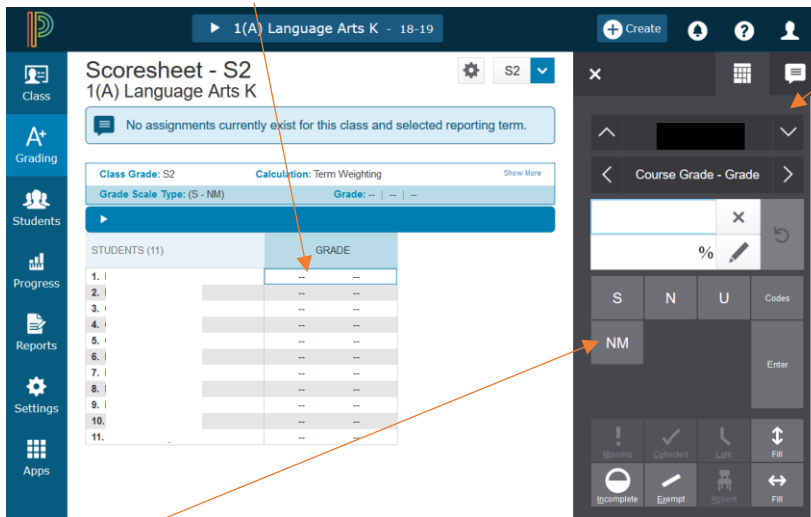
1. Make sure you are in the correct course



2. Click the A+ Grading button in the charms bar
3. Select Scoresheet from the pop-out menu
4. Change to the correct term in the upper right corner (Q1, Q2, Q3, Q4, S1, S2, or Y1)



5. Click inside the GRADE column next to the first student to see the Score Inspector (black box) on the right



6. Click the NM button.
7. Click Save