A Parent's Guide To Missing Assignments

Did you know there are three categories within each grade? These three categories carry different weight towards the overall grade.

<table>
<thead>
<tr>
<th>Category</th>
<th>Weight</th>
<th>Assignment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Practice and Participation</td>
<td>10-20%</td>
<td>Homework, Class Participation</td>
</tr>
<tr>
<td>Formative</td>
<td>40%</td>
<td>Assignments to show student's progress toward mastering a skill. Includes class work, quizzes, labs, etc.</td>
</tr>
<tr>
<td>Summative</td>
<td>50%</td>
<td>Final tests, cumulative projects to demonstrate mastery of a skill.</td>
</tr>
</tbody>
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Where To Start?

- Prioritize missing assignments based on the category they fall under.
  - Summative assignments impact your students grade much more significantly than practice/participation assignments such as homework!
    - Start with working to complete one or two larger assignments, rather than numerous homework assignments.
  - Start with the most current assignments and work backwards.
    - Do the homework/assignment that is due tomorrow FIRST! That way you aren’t racking up more missing assignments.
    - Complete assignments that were due recently as they are the most impactful to the learning currently taking place in the classroom.

Pro Tips for Infinite Campus

- Missing Assignments Report
  - Log on to Infinite Campus, on the left hand side select Reports
  - Select Missing Assignments Report
    - These are all assignments teachers have flagged as missing. Not all assignments may been flagged! It doesn’t hurt to double check each teacher’s grade book (see below for instructions.)

- Grade Book
  - Log on to Infinite Campus, on the left hand side select Grades
  - This is an overview of the student’s grades, for more details click on each class title!
  - Now you are viewing the teacher’s grade book with all the assignments.
    - Notice what categories assignments are under.
    - Assignments with a “0” score were not turned in. (Missing assignments not turned in, will become a “0”.)