

If you want to add a comment to a student's report card grade, go to Gradebook, select class, click on **Comments** tab.

The screenshot shows the Skyward web application interface for Michigan Elementary. The URL is <https://skywardpor.sccresa.org/scripts/wsisa.dll/WService=wsPOR/se>. The page title is "Michigan Elementary" and the user is logged in as "EL5031 / 01 Prd:2 Math Gr 5". The navigation menu includes "Home", "Teacher Access", and "Administrator Access". The "Main Screen" section has a navigation bar with tabs: "Other Access", "Classes", "Events", "Comments", "Attendance", "Grade Marks", and "Rep". The "Comments" tab is circled in red. Below the navigation bar is a table with columns: "No Atnd Entry Today", "Term Grade", "T1 Options", "T1 Cours", "T1 Cours 3-5 E", and "Unit". The table lists two students: 1. Bass Abby (A 94.14%, A, A, A, 71.00%) and 2. Beedo Megan (B 85.86%, B, B, B, 39.00%).


Click on **Post Comments** link

The screenshot shows the Skyward web application interface for Michigan Elementary. The URL is <https://skywardpor.sccresa.org/scripts/wsisa.dll/WService=wsPOR/sepgrb77.w>. The page title is "Michigan Elementary" and the user is logged in as "OTC / 13 Prd:11 Teacher Comment". The navigation menu includes "Home", "Teacher Access", and "Administrator Access". The "Comments" section is active, showing a message: "Grade Period(s) Open for Comment Posting" for "09/08/2015 to 11/13/2015" in "TERM 1". The message states: "This grade period is open to post comments. Click the Post Comments link to enter comments for this period." The "Post Comments" link is circled in red.

Select up to 4 comments options created by your school district and/or created a free form note. Click on Save when completed.

Skyward Educator Access Plus - Google Chrome

https://skywardpor.sccresa.org/scripts/wsisa.dll/WService=wsPOR/sepgrb67.w


**Michigamme Elementary**  
 OTC / 13 Prd:11 Teacher Comment

Trisha Scheland Account Preferences Exit ?

Home Teacher Access Administrator Access

Comment Entry My Print Queue

**Grading Period: 09/08/15 to 11/13/15 TERM 1**

[View Comment Codes](#) | [Alert Legend](#)

Grad Yr	First Name	Last Name	Alerts	C1	C2	C3	C4	Freeform
<b>Default blank comments to:</b>				▼	▼	▼	▼	
2023	Abby Rose	Bass						<input type="button" value="Print"/>
2023	Megan Margaret	Beedon						<input type="button" value="Print"/>
2023	Jake Jerome	Blum						<input type="button" value="Print"/>
2023	Kensley Abrielle	Brinegar						<input type="button" value="Print"/>
2023	Madison Rose	Burgess						<input type="button" value="Print"/>
2023	Jason James	Cain						<input type="button" value="Print"/>
2023	Riley Grace	Cole						<input type="button" value="Print"/>