Gradebook - Scores by Student

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To enter scores by student, select **Scores by Student** from any of the dashboard views. The gradebook students will display in a dropdown list. **Active** students will display at the top of list followed by **Inactive** students. Select the student from the dropdown.

The following page will display for the selected student. The student's name will display on the top middle of the page and the gradebook assignments will be listed to the left.

A link is available on the assignment list on the left side of the **Scores by Student** page. Clicking on the assignment name will navigate to the **Scores by Assignment** page.

#	Description	Category	Grading Completed	Due Date
75	July 3rd Assignment	Homework/Notebook/Quizzes	✔	7/3/2014
73	import result	Homework/Notebook/Quizzes		6/26/2014

To the right of the student name on the **Scores By Student** page is a **Profile** and **Calendar** icon.

Ali, Mario Z 👤 31
(Mark)

Clicking on the **Profile** icon next to a student will navigate to the **Student Profile** for that student.

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(Mark)

Clicking on the **Calendar** icon next to a student will navigate to the **Attendance** page for that student.

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(Mark)

If the student has an **Alias** name populated, the alias will display below the student name in parentheses.

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On the top left side of the **Scores By Student** page, the student's current mark and % will display. This will adjust automatically as scores are modified for the student.

On the top right side of the **Scores By Student** page the student's **ID** number and Student Number (SN) will be displayed.

When clicking in a **Score** field on the Scores By Student page, the row associated with the student will highlight in blue. The blue highlighting will remain on the selected student until the user moves to the score field of another student or until the page is refreshed.

The students gradebook start and end date will display under the students name. Clicking on the **Change this** link will navigate to the **Manage Students** page.

ⓘ Only assignments between 10/27/2014 and 1/30/2015 can receive scores. Change this.

Only Show Assignments Missing Scores ☐

show ⌄ more

The **Only Show Missing Scores** option when checked will only display assignments that have been checked as **Grading Completed** with no scores entered. The score field will display in **Orange**.

| 3 - Adv Algebra CP - Fall▼ | 🎨 Dashboard | ⊞ Scores by Class | ✎ Assignments |

Ali, Mario Z
(Mark)

Only Show Assignments Missing Scores ☑

B-
81.79%

show ⌄ more

#	Description	Category	Grading Completed	Due Date	# Correct (Score)	Max Correct	%	Points Earned	Points Possible	Commen
66	semester EC	tests/final	✔	1/18/2015		0	0	0	0	
59	hmwk 12/15	hmwk/notebook/quiz	✔	12/13/2014		12	0	0	12	

Enter Scores by Student

All class assignments will display for the student selected. Click the mouse in the **# Correct (Score)** field. Enter the score received and press **Enter**. If the **Max Score** needs adjusting enter the new value.

#	➕ Description	Category	Grading Completed	Due Date	# Correct (Score)	Max Correct	%
24	⊞ P3OL4-26	Homework	✔	5/6/2015	5	3	100
25	⊞ Populist Chart	Essay	✔	5/6/2015	5	5	100

The **Date Completed** field will auto-populate with the assignment due date, adjust if necessary. Enter **Comments** in the field below and select a **Status Reason** from the dropdown if needed.

Note: Gradebook Assignment Status Codes can be added in the Code table for Table GBS and field ST.

<u>SCORES BY STUDENT – Percent of Grade</u>

After the class assignments have been setup the student's scores can be entered and tracked. As the scores are entered the **percentage of the grade** is calculated. Click on the down arrow below the students name at the top center of the page.

The following points summary will display for the selected student.

Category	% of Grade	Points Earned	Points Possible	%	Mark
hmwk/notebook/quiz	40	703.00	792.00	88.76	B+
tests/final	60	891.00	1,155.00	77.14	C+
Total	0	0.00	0.00	81.79	B-

If using the Gradebook option for **Weight Formative\Summative Assignments**, the **Scores By Student** page will display the Formative and Summative percents along with the Category percents.

Category	% of Grade	Summative			Formative			
		Points Earned	Points Possible	%	Points Earned	Points Possible	%	%
Homework/Notebook/Quizzes	40	584.00	588.00	99.31	10.00	10.00	100.00	99.45
Tests/Final	60	996.00	1,250.00	79.68	0.00	0.00	0.00	79.68
Total	0	0.00	0.00	87.53	0.00	0.00	100.00	90.02

If the **Grading Complete** field displays **No** the assignment will not count towards the final grade and the percentage of grades at the bottom of the screen will not re-calculate regardless if the due date has been reached. If **Yes** displays, the assignment will be counted as a zero until a score has been entered and after the score has been entered the percentage of the grade will be re-calculated.