

Gradebook FAQ-

Resources:

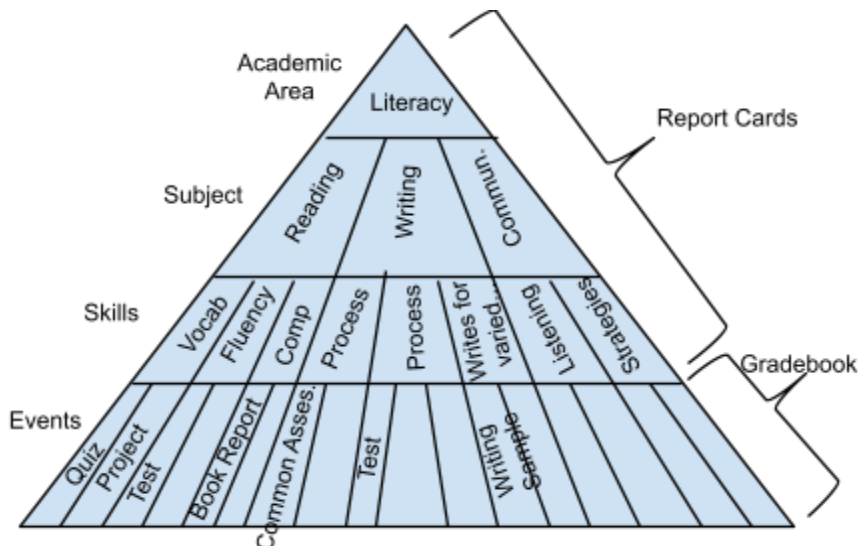
WSIPC manual to Standards Gradebook for Teachers- <http://bit.ly/N3sFjf>

Training database <https://www2.tlapreview.wa-k12.net>

Tips:

- Don't use the red "X" or back buttons to navigate. Use the icons within Skyward.
- Be sure to hit Save.
- Enter will move cursor down
- Tab will move cursor across
- Go into display options to change if students are sorted by first or last name.
- Specialists will enter their own grades
- Attendance will be entered automatically on the report card.

Structure



Events are averaged to create grades for skills.

Events can be weighted.

Skills are averaged to create grades for subjects.

Skills can not be weighted.

Scores can be overridden.

Not every skill needs a grade for every trimester.

SPR READI	SPR READI Compr	Exerc W31-S 04/07
3	3	3
2	3	3
3	3	3
2	3	3

Settings- Look across banner

Comments

- Spell check does not work!

Categories and Weights

- After you have chosen your class, click on “categories”. The list is set by the district, but which ones you choose from that list are decided upon by you. You can choose to not use categories.
- Be clear from the beginning if and how you want to use weighted grades. Maybe all assignments are weighted 1, quizzes 2 and tests 3.

Display Options

- View and sort students by first or last name.
- Hide events and only see overview, or only see current events
- View only one term

Gradebook for Standards

Login

Go to “Educator Access Plus”, “Teacher Access”, “My Gradebook” and choose the class.

Single Event With a Single Grade

- “Events” and then “Add Event”
- Choose a Subject , skill and category from the drop down.
- A description is required, a detailed description is not.
- How are you grading? ABC, 4,3,2,1, % or fraction
- “Save and Score”
- Comments can be added
- Mass assign grades
- **Always be sure to save.**

Single Event with Multiple Grades

- Do as above except checkmark the other skills accessing at the bottom of the page.
- “Save and Score”
- **Always be sure to save.**
- **Comments**
- **Special Marks**
- **No Count**

Do I grade practice? What does standards based mean?

- If you would like to only have summative grades count towards the indicator, you can still enter homework grades, but then click the “Set All to No Count” option.

Day	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
Score	0	0	0	25	25	25	50	50	50	75	75	75	100	100	100

Reporting

- **Enhanced Multi-Class Progress Report**- Can configure to run only for students with a specific grade mark, percentage range or absence range.
- **Grade Sheet Report**- If you want to score by hand and enter later

- **Missing Events Report-** One page per student, can filter by date range. Events show if missing box is checked or no scoring and past due date.
- **Progress Report Detail-** Subjects, skills and events in a summary mode for all classes for a student. This report can be emailed.
- **Standards Report Card-** Official report, shows all classes for student

For individual student report, click on their name and click the report

For entire class, from the "My Gradebook" page click on Reports.