

Progressbook and Google Classroom: Assignment Explanation

Blackboard/Parent Portal Helpful Hints:


- “excluded” / 25
 - Exempt from grade
 - Does not hurt against you
 - Assignment was not formally graded
 - Points and being tracked for “progress” related data.
 - Student may have been absent
 - DO NOT need to make up
- / 25 - no number in front of points
 - The assignment has not yet been graded.
 - Is not negatively affecting the student’s grade
 - DO NOT need to make up
 - I’m trying but I’m still grading assignments... papers take a little longer :)
- “MISSING”/ 25
 - Student has not yet turned in an assignment that was due
 - Is negatively affecting the student's grade
 - Assignment is past due and needs to be turned in ASAP
 - Further strategies occurring order to help student turn work in. (ACE bell conference, notification of counselor, email home etc..)
 - NEED TO make it up
- 0/ 25
 - Student has opted to not turn work in
 - Students deadline has passed
 - Student receives a 0 unless proactive steps have been taken
 - TOO LATE to make up...
 - An assignment will likely stay “missing” for two weeks before I need to move on

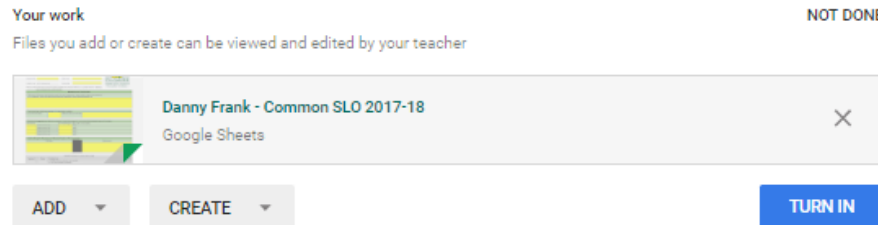
Assignments Uploaded to Google Classroom.

- Not every activity will be posted to Google Classroom for a grade. Also, some activities and assignments should be viewed as “practice”. It may be worked on in class and not assessed until a formal assignment is given later.
- Google Classroom “assignments” The clipboard icon indicates some action is required.
- Content/documents needed to read but “nothing else” just need to be “MARKED AS DONE” - it’s easy!



MARK AS DONE

- Assignments/documents that need to be completed with information added or answers included will have the “TURN IN” icon. 
- Make sure you are attaching the documents as well. Google often automatically does this for you. It will attach your own document with your name automatically as well. See the image below



^ You can also “add” new documents as well if you started or created an assignment from a blank documents. See the “add” button above. This method is not often used or recommended, but occasionally it might be necessary.