

BPS FOCUS Gradebook

Video Training Series for Students

Link to this document: bit.ly/bpsfocusstudentvideos

Module 1: Portal Navigation (youtu.be/mHr2d3aiERA) (13:20)

- [Walkthrough of Portal \(General\)](#) (00:00)
- [How to View Online Available Tests](#) (00:47)
- [Student Schedule \(Grades/News/Planner/Reports\)](#) (01:07)
 - [Grades tab](#) (01:14)
 - [News tab](#) (02:14)
 - [Planner tab](#) (02:34)
 - [Reports tab](#) (03:16)
- [View Assignments](#) (03:25)
 - [View Grades Summary](#) (04:50)
- [Messenger](#) (05:21)
- [Left Navigation](#) (05:52)
 - [My info](#) (06:03)
 - [Calendar](#) (07:11)
 - [Class Schedule](#) (07:23)
 - [Grades](#) (07:45)
 - [Test History](#) (09:53)
 - [Absences](#) (10:25)
 - [Attendance](#) (11:03)

[Accessing Teacher Webpages](#) (00:55)

Module 2: Student Assignments, Tests, Grades, Emailing Teachers (8:51)

- Accessing and Uploading Assignments
- Online Tests
- Teacher Webpages
- Assignment Grades
- [Email a Teacher](#) (8:04)