Product	Grade Reports for Google Classroom™
Install Link:	Google Workspace Marketplace
Support:	Need some help? Send us an email at **help.desk@gdev.app** or text us at our North American toll-free number: **+1 (855) 921-4338**. And yes, for the curious minds, 4338 spells out GDEV—coincidence? We think not!

Updated June 26, 2025 [version 1.46]

Just like a good student, always improving!
For the full version history, scroll down—yep, all the way back to 2017!

Looking to Purchase the Full Version?

Visit: Grade Reports for Google Classroom

Since 2015, Gdev Apps has been trusted by people worldwide, with our apps achieving over 35 million downloads! If things don't work out, no worries — we offer a 30-day refund policy, so you can buy with confidence.

Not sure if you have the latest version?

☐ Open any Google Doc and go to menu item:
Extensions > Grade Reports > Customer Support & Subscription Details

Don't have the latest version?

☐ Visit Google Workspace Marketplace
☐ Click "Uninstall" to remove Grade Reports (this won't affect your settings)
☐ Refresh the page
☐ Click "Install" to get the latest version

Introduction

Generate professional, detailed reports from your Google Classroom™ to gain comprehensive insights into student performance. Designed to streamline grading and reporting, this tool helps educators effectively manage classroom data and track progress with ease.

Key features include:

- Beautiful, customizable reports based on your Google Classroom™ data.
- Individual summaries for each student, including grades, percentages, and assignment statuses.
- A status column to display the current state of each assignment—such as whether it has been submitted or is overdue.
- Dynamic charts and graphs for analyzing both recent and long-term trends.
- The ability to set custom date ranges for reports to focus on specific periods.
- Unlimited report generation to suit all your classroom needs.

Elevate your classroom management with streamlined, insightful grade reports.

Table of Contents

Before You Begin

Always make sure you are logged into your G Suite / Gmail account:
https://accounts.google.com. Please make sure to use the G Suite / Gmail account you plan to use **Grade Reports** with. Typically this is the same account as your Google Classroom account.

How to Videos

Please also watch our How to Videos on how to install and use the most common features.

Check Your Subscription Status

You can check your subscription status by:

1. Open any Google Docs file or create a new one: https://docs.google.com/document/
2. Once in any Google Doc go to the menu item:
   Extensions > Grade Reports > Support & User Guide
3. Your current license email and subscription status will be shown here.

How to Install

1. Install Link: Google Workspace Marketplace
2. Click on the **INSTALL** Button
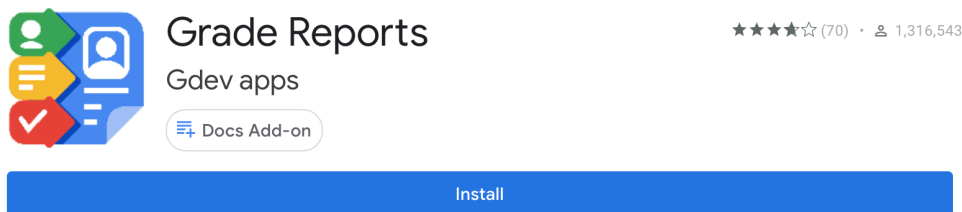
3. The app will ask for permission, you can read our **information we collect** and our **privacy policy** for more information.

Initial Setup

There is a **1 time setup** that needs to be completed in order to properly use Grade Reports. This setup will determine the capabilities of your Google Account in order for the app to run more efficiently.
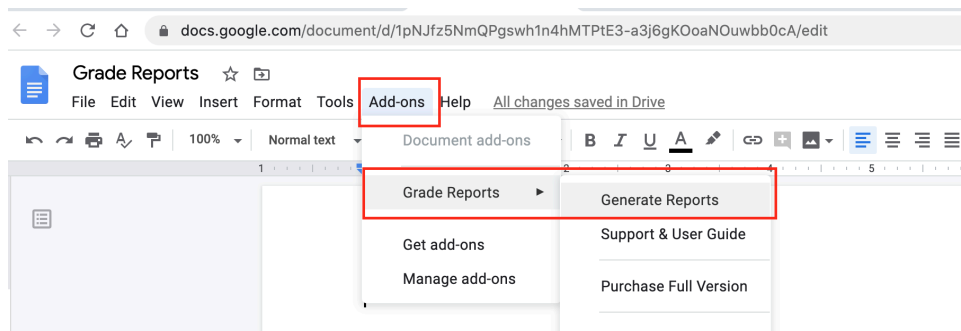
Important!

You will only see this setup message if you have an active or trial license
**The process is automatic and will take 8 minutes to complete.**
You can let it run without monitoring the progress.

1. Open any Google Docs file or create a new one: https://docs.google.com/document/
2. Once in any Google Doc go to the menu item:
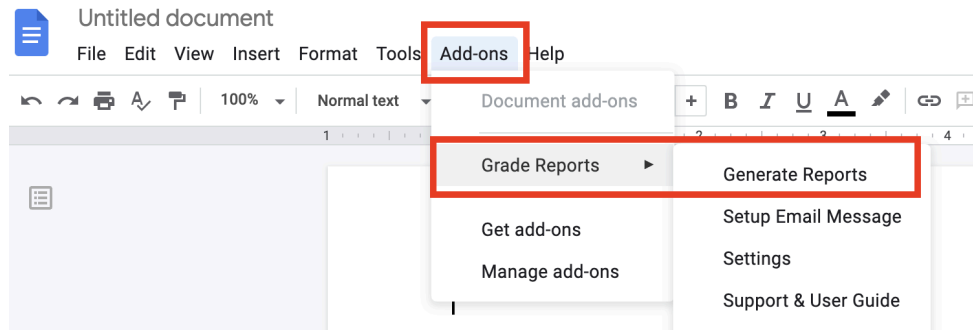   **Extensions > Grade Reports > Generate Reports**

3. Click run initial setup. If the run initial setup is missing from the menu, that means everything is already set up.
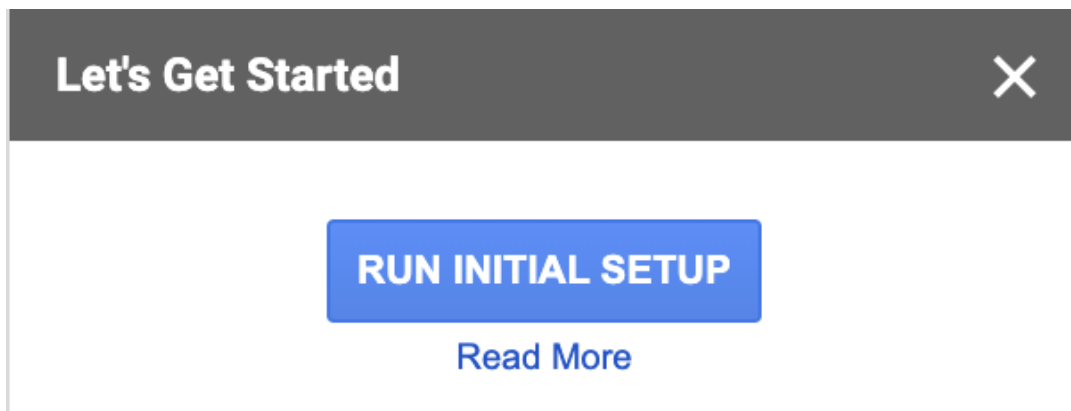
Creating a new Report

1. Open any Google Docs file or create a new one: https://docs.google.com/document/
2. Once in any Google Doc go to the menu item:

   **Extensions > Grade Reports > Generate Reports**

3. A side menu will appear, there are only 3 steps to complete to generate/email reports

Step 1: Choose your Google Classroom	Step 2: Select Students	Step 3: Get Report

Enter Student Information

Grade reports will attempt to import as much information as possible from Google Classroom however you may want to add your own information. For example, guardian emails are typically not imported because teacher access has been restricted by the Google Administrator. On the Student Information screen you can manually add guardian emails.

When you are on the report generation screen, you will see at the top:

Let's Get Started	✕
Enter Student Information	
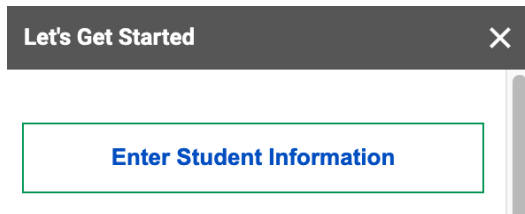
Click **Enter Student Information** to edit

Student Information

There are 2 ways you can enter student information. You can click the **bulk add** which will open up a Google Sheet with information on all of your Google Classrooms.

The second option is to use this screen to add information for each individual student.

First select a student using the drop down menu then fill in the following information as needed:

- ❏ **Guardian Emails** - you can enter guardian emails here. For multiple emails you can separate with a comma. For example: email1@gmail.com, email2@gmail.com
- ❏ **Override Grade** - If you prefer to give the student a different grade than what is calculated you can enter it here.
- ❏ **Comments** - Teacher comments can be added here

Important!

Please remember to click SAVE

Student Information ✕

Student Information

You can enter below or **bulk add**

Select student

Guardian Email(s) (comma seperated)

Override Grade

Comments
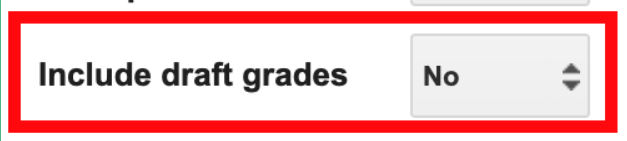
Previous Student   Next Student

BACK   SAVE

Report Options

Reports should contain

Dropdown Options:
- ❏ **Both** - both grades and charts will be included in reports
- ❏ **Grades** - only include grades in reports
- ❏ **Charts** - only include charts in reports

Reports should contain	Both ⇕

Include comments in the report

Dropdown Options:
- ❏ **Yes** - teacher comments **will** be included in the report
- ❏ **No** - teacher comments **will not** be included in the report

Include comments in the report?	No ⇕

Include draft grades

Dropdown Options:
- ❏ **Yes** - draft grades (those that have not been returned to the student) **will** be included in the report.
- ❏ **No** - draft grades (those that have not been returned to the student) **will not** be included in the report.

Include draft grades	No ⇕

Report sort by

Dropdown Options:
- ❏ **Title** - sort by the title of the Google Classroom assignment
- ❏ **Due Date** - sort by the due date of the assignment. Please see here for more information on how due dates are processed.

Report sort by	Due date ⇕

Send email to

Dropdown Options:
- ❏ **Students** - email report just to student email
- ❏ **Guardians** - email report just to guardian email(s)
- ❏ **Both** - email report to both student and guardian emails.

Send email to	Students ⬍

Import between certain dates

You can choose a date range for importing from Google Classroom using the options:

Start import date
End import date

The app will filter by **due date first** and then by **creation date** if the due date is absent.

Please see here for more information on how due dates are processed.

Filter by date (Read More) ☑

Start import date

End import date

Import date as	Due date ⬍

Include overall grade in reports

When creating reports you have the option of including the overall grade for the student.

1. Set Include overall grade to Yes
2. Select option Include draft grades to Yes or No

Important!
Please read this and this before including overall grades

Include overall grade	Yes ⬍
Override grades from (Enter here)	No ⬍
I agree to Terms of Service	✓

How import works when selecting due dates

If you choose Due Date please be aware of the following conditions. Grade Reports will attempt to find a due date for the assignment, if no due date is found it will use the creation date.

When import date as: **Due Date** is selected this is how import works:

Example Import Range: March 1, 2023 to March 31, 2023				
Assignment	**Creation Date**	**Due Date**	**Imported?**	**Reason**
Assignment 1	March 2, 2023	None	Yes	Creation date within import range
Assignment 2	Feb 15, 2023	None	No	Creation and due date not within import range
Assignment 3	Feb 15, 2023	March 2, 2023	Yes	Due date within import range
Assignment 4	March 15, 2023	April 2, 2023	No	Due date not within import range
Assignment 5	March 15, 2023	March 28, 2023	Yes	Creation and due date within import range

Report Customization

Reports can be customized by going to:
Extensions > Grade Reports > Settings

Report Types

General:
The default report that can show grades, charts or both. Here is an example:
General Report

Category:
Please see here on how to include categories in Google Classroom. **Please note, overall grade will not be displayed on reports when the category type report is selected.**
Here is an example: Category Report

Simple:
Report only includes the overall grade.
- ❏ Assignments will not be included
- ❏ Charts will be not be included
- ❏ Teacher comments will be included
- ❏ Override grades will work
- ❏ Example: Simple Report

Report Colors

You can choose the background colors of the assignment rows by selecting colors here.

Important!
Please remember to click SAVE

Settings ✕

Additional Settings

Reports

Report Type: General ⇕

Heading color: #43a047

Alternating Color 1: #c8e6c9

Alternating Color 2: white

SAVE   RESET TO DEFAULT

Add Categories to Google Classroom

Ideally, Grade Reports would prefer to import assignments by topics however this is not possible at the moment. Here is a workaround:

If you would prefer to display assignments under category headings in reports you can:

1. Set report type to **Category**, see here
2. Go to your Google Classroom
3. Create or edit an assignment
4. In the instructions section, you can type anywhere the category name, enclosed by double square brackets. For example: **[[Assignments]]**

✕	**Assignment**

	Title
🗐	Assignment #1

	Instructions (optional)
≡	You can put your assignment instructions here as usual. Any where in this section add the category.
	For example:
	[[Assignments]]

📎 Add   + Create

Important!
- ❏ **Do not use the character [and the character] anywhere else in the instructions section**
- ❏ **Please make sure category names are spelled the same in each assignment. For example [[tests]] and [[test]] would appear as 2 different categories**

Stop an Assignment From Being Imported

If you have an assignment in Google Classroom that you do not want imported, **in the instructions section** of any Google Classroom assignment you can type anywhere:

[[ungraded]]

Example:

✕   Assignment

📋   Title
Assignment #1

≡   Instructions (optional)
You can put your assignment instructions here as usual.

If you do not want this assignment in your grade report you can add this code:
[[ungraded]]

B *I* U̲ ☰ T̶

⚠ ⬆ 🔗 ▶ +

Important!
  ❏ **Do not use the character [and the character] anywhere else in the instructions section**

Customize Email Message

Reports can be customized by going to:
Extensions > Grade Reports > Setup Email Message

When reports are emailed, the email contains a subject line and the body of the message. Here you can change the subject and message body of the email. You can use tags to make it more personal.

For example, you can use the <<student-first-name>> tag to include the first name of the student in the report.

A list of tags is provided on the customize email message page. Here is the full list:

Description	Code
Student Name (Last, First)	<<student>>
Course Code	<<course-code>>
Course Name	<<course-name>>
Teacher Name	<<teacher>>
Student First Name	<<student-first-name>>
Student Last Name	<<student-last-name>>
Student First Initial	<<student-first-initial>>
Student Last Initial	<<student-last-initial>>

Email Message

Subject

Classroom Report for: <<student-first-initial>>. <<student-last-name>>

Message

Hello,
Please find attached a classroom report for <<student-first-name>> <<student-last-name>> for <<course-name>>.
Thank you,
<<teacher>>

Terms of Service for Displaying Overall Grade in Reports

By choosing to display overall grades in reports, you acknowledge and agree to the following terms:

- We strive to calculate overall grades as accurately as possible; however, the grades shown in our reports may differ from those displayed in Google Classroom.
- **Google does not provide direct access to the official overall grade via its API**. As a result, we generate the grade using available data. If Google allowed this then we would not need this disclaimer!
- Differences may arise due to factors such as draft grades, missing or late assignments, varying grading policies, or incomplete data.
- Our calculations may not account for teacher-specific grading customizations or recent changes not yet reflected in synced data.
- The displayed grade should be considered an estimate and not an official record.

*It is advised that you do not allow students to view their overall grade in Google Classroom by adjusting this setting within Google Classroom:

1. Go to classroom.google.com.
2. Click your class -> Settings
3. Change the settings below:

How draft grade affect overall grade

Including draft grades will affect overall grade, here are 2 examples from the same Google Classroom for the same student:

Example 1: Report with Include draft grades set to Yes

- ❏ Report Including Draft Grades - Notice that assignment 10 **is included** however the grade has **not been returned** to the student.
- ❏ The overall grade is **78.4%**.

Example 2: Report with Include draft grades set to No

- ❏ Report Not Including Draft Grades - Notice that assignment 10 **is not included**.
- ❏ The overall grade is **76.0%**

Privacy, Security and Storage of Personal Data

As a Google Apps developer, we provide educators with powerful solutions that are affordable and easy to use. We know that trust is earned through protecting teacher and student privacy. All of our apps are fully compliant with education privacy and security laws.

What information do we collect?

We only collect 1 piece of information from our users and that is their email address. This is only used to verify if the user has a paid license. Emails are securely stored on our server and are never used for advertising purposes. No other information is accessed or stored by us.

Do we have access to teacher, student, and school information?

No. All information is stored on the users Google Drive. We do not have access to any of this information.

When installing our apps why is there a screen asking the user for certain permissions?

These permissions are for the app to access your Google Drive to save data and reports. All of these permission requests go through a Google review and approval process. As part of this process we agreed to not save or transmit any of this information to our servers. The permissions are strictly for the app to access and display information to its users.

Are there advertising / tracking of users in our apps?

No. We work in the education industry which means trust, privacy, and security are what we focus on. We do not have any advertisements or tracking code in our apps.

Where is user data stored?

With the exception of user email, all data is stored on the users Google Drive. We do not have access to any of this information.

Google Drive is a secure storage space and fully complies with educational privacy requirements. The full statement can be found here:
https://edu.google.com/intl/en_ca/k-12-solutions/privacy-security/

Version History

• **Version 1.45-1.46**
Released: June 26,, 2025
Small bug fixes

• **Version 1.43-1.44**
Released: May 31, 2025
Added option to include total points on reports
Added option to show/hide columns on reports
Added number of decimal places
Added rounding options
Added category percents and detailed category breakdown

• **Version 1.30-1.42**
Released: January 16, 2025
Refactored and cleaned up code for better experience

• **Version 1.26-1.29**
Released: December 15, 2024
Fixed 2 rare bugs with import
Updated Menus

• **Version 1.23-1.25**
Released: October 14, 2024
Optimized license check function

• **Version 1.22**
Released: February 18, 2024
Small bug fixes
Updated UI

• **Version 1.21**
Released: November 13, 2023
Added a settings option to include the "Late" tag on reports. Default is yes

• **Version 1.20**
Released: November 5, 2023
Fixed small bug with Classroom import. All other functions are working correctly

• **Version 1.19**
Released: February 2, 2023
Code revision to improve overall responsiveness and improvement in import times

• **Version 1.17-1.18**
Released: September 14, 2022
Small bug fixes

Updated UI

• **Version 1.14-1.16**
Released: February 2, 2022
Added ability to prevent an assignment from being included in grade report

• **Version 1.13**
Released: October 6, 2021
Fixed bug with some emails not being sent

• **Version 1.12**
Released: April 21, 2021
Fixed small HTML spacing issue

• **Version 1.11**
Released: March 12, 2021
Fixed a small bug where classroom photo was not being displayed

• **Version 1.09-1.10**
Released: February 21, 2021
Minor UI changes

• **Version 1.08**
Released: January 31, 2021
Fixed category reports

• **Version 1.07**
Released: January 30, 2021
Fixed "isHtml" bug

• **Version 1.05-1.06**
Released: January 28, 2021
Improved reports generation
Added a simple report

• **Version 1.03-1.04**
Released: November 9, 2020
Update image links

• **Version 1.01-1.02**
Released: November 4, 2020
Large classroom bug fix
Activation server fix

• **Version 0.98-1.00**
Released: October 25, 2020
Fix for missing parent column

• **Version 0.97**
Released: October 15, 2020
Fix for incorrect late tag

• **Version 0.96**
Released: October 11, 2020
General update

• **Version 0.95**
Released: October 8, 2020
Timezone fix

• **Version 0.93-0.94**
Released: September 27, 2020
Large document fix

• **Version 0.92**
Released: September 22, 2020
Fix for Drive API error

• **Version 0.91**
Released: September 4, 2020
Import error when student only has first name fixed

• **Version 0.90**
Released: August 28, 2020
Draft grades import error fixed

• **Version 0.89**
Released: August 21, 2020
Classroom import image bug fixed

• **Version 0.88**
Released: July 6, 2020
Minor bug fixes

• **Version 0.87**
Released: June 15, 2020
Minor bug fixes

• **Version 0.84-0.86**
Released: June 9, 2020
Major improvements to UI and many added features

• **Version 0.83**
Released: May 27, 2020
Fixed Guardian import bug

• **Version 0.81-0.82**
Released: May 18, 2020
Added new email tags
Bug fixes
Added new status names

• **Version 0.80**
Released: May 14, 2020
Included initial setup function

• **Version 0.78-0.79**
Released: May 12, 2020
Fixed small import bug
Fixed date settings

• **Version 0.76-0.77**
Released: May 7, 2020
Added overall grade options

• **Version 0.72-0.75**
Released: April 19, 2020
Added quicker authorization checks

• **Version 0.70-0.71**
Released: April 14, 2020
Fixed Google persistent server unavailable issues

• **Version 0.66-0.69**
Released: April 14, 2020
Added date import feature

• **Version 0.62-0.65**
Released: April 9, 2020
Bug fixes

• **Version 0.60-0.61**
Released: April 1, 2020
Fixed error with comments crashing imports

• **Version 0.59**
Released: November 26, 2019
Fixed issue with guardian emails and creation of Classroom information sheets

• **Version 0.57-0.58**
Released: October 30, 2019
Fixed issue with global variables causing an error

• **Version 0.56**
Released: October 1, 2019
Fixed issue with links in Chrome

• **Version 0.55**
Released: September 25, 2019
Speed and efficiency improvements

• **Version 0.54**
Released: April 9, 2019
Updated user guide link
Added support for more than 50 students

• **Version 0.52-0.53**
Released: March 29, 2019
Maintenance update

• **Version 0.51**
Released: January 8, 2019
Fixed issue with Google Classroom photos

• **Version 0.50**
Released: November 20, 2018
Fixed Classroom import bug

• **Version 0.49**
Released: November 14, 2018
Fixed Classroom import bug related to missing assignments/students

• **Version 0.48**
Released: November 13, 2018
Added email to trial screen

• **Version 0.45-0.47**
Released: November 10, 2018
Updated support links
Added new sorting options

• **Version 0.39-0.44**
Released: July 2018
App name change
Bug fix for undefined length
Updated license check

• **Version 0.36-0.38**
Released: April 2018
Updated some URL links

• **Version 0.35**

Released: February 2018
Improved integration with Google Classroom

• **Version 0.33-0.34**
Released: January 2018
Minor enhancements

• **Version 0.32**
Released: January 2017
Fixed error from specific support post

• **Version 0.30-0.31**
Released: January 2017
Updated support links

• **Version 0.27-0.29**
Released: January 2017
Added detailed error messages

• **Version 0.25-0.26**
Released: January 2017
Fixed broken links to app page

• **Version 0.24**
Released: January 2017
Major version update