













PTPro Gradebook Tour for 9-12 Traditional Based Grading

*Applies to Fine Arts, CTE, PE, AP, JROTC, World Languages, Local Electives, Extended Content Standards
Math, Science, SS, & English courses not listed [HERE](#).*

Categories: (To view your categories, launch PTPro, navigate to the A+ Grading charm, and select “Categories”) Categories provide a way to organize assignments in your gradebook. You may see several categories listed in your PTPro gradebook. For the 22-23 SY we will only be using 2 categories. You may find it helpful to hide unused categories by clicking the edit pencil icon and selecting “Inactive” as the status.

| COLOR | CATEGORY NAME | |
|---|---------------------------|---|
|  | |  |
|  | |  |
|  | |  |
|  | Mastery 9-12 (Summative) |  |
|  | Artifact 9-12 (Formative) |  |
|  | |  |

Mastery 9-12 & Artifact 9-12 were added for the 22-23 SY.

You will see other categories, however, they will not be used.

Mastery 9-12 (Summative) should be selected for summative assignments where students were given the opportunity to demonstrate mastery of a standard.

Artifact 9-12 (Formative) should be selected for formative assignments where students were given the opportunity to practice skills that align with a standard.

Assignments: (To add an assignment, click the Add (+) symbol in the top menu bar)






You will create assignments as you always have. The only difference for the 22-23SY is the categories. You must use Mastery 9-12 or Artifact 9-12

Traditional Grade Calculations: (Navigate to the Settings charm, then select “Traditional Grade Calculations”)

Traditional Grade Calculations have been set at the district level and cannot be edited. Grade calculations by term are described below.

Category Weighting is also a district level setting and cannot be edited. Mastery 9-12 is 70% of the student’s term grade. Artifact 9-12 is 30% of the student’s term grade.

Formula Type Expanded

| Formula | | Drop Low Scores | | |
|-------------------------------|---|-------------------------------------|---|--|
| Calculate Overall Class Grade | | <input checked="" type="checkbox"/> |  | |
| TYPE | ATTRIBUTE | WEIGHT | PERCENT | |
| Category Weighting |  Mastery 9-12 (Summative)  | 70 | 70% | |
| Category Weighting |  Artifact 9-12 (Formative)  | 30 | 30% | |

S1 and S2 Grade Calculations

1.

| REPORTING TERM | FORMULA TYPE |
|----------------|--------------------|
| F1 | Term Weighting |
| Q1 | Category Weighting |
| Q2 | Category Weighting |
| X1 | Total Points |

2.

| REPORTING TERM | FORMULA TYPE |
|----------------|--------------------|
| F1 | Term Weighting |
| Q3 | Category Weighting |
| Q4 | Category Weighting |
| X2 | Total Points |

Year-Long Grade Calculations

| REPORTING TERM | FORMULA TYPE |
|----------------|--------------------|
| F1 | Term Weighting |
| S1 | Category Weighting |
| Q1 | Category Weighting |
| Q2 | Category Weighting |
| S2 | Category Weighting |
| Q3 | Category Weighting |
| Q4 | Category Weighting |
| X3 | Total Points |

| TYPE | ATTRIBUTE | WEIGHT | PERCENT |
|----------------|-----------|--------|---------|
| Term Weighting | S1 | 40 | 40% |
| Term Weighting | S2 | 40 | 40% |
| Term Weighting | X3 | 20 | 20% |

Gradebook Limitations & Workaround (applies to all courses)

Limitation: We are unable to modify the way PTPro gradebook averages Grades/Percentages for high school courses using Standards Based Grading. The calculated grades/percentages do not align with our Standards Based Grade Conversion.

Workaround: We have suppressed both the Course Grade and Percentage display from the Quick Look-up Screen (which is visible in the Student and Parent Portal). The Quick Look-up screen will display assignment scores to allow for monitoring academic progress.