

Posting Grades

Please note: You will only be able to post grades if a grading window is open
AND
You have setup your grade book correctly

1-Post Grades to Progress at mid term (For Progress Reports)

Post Grades

Post In Progress Grade(s)
In Progress/Proficiency Estimate from:
Term: 1ST 9 WKS
Task: Nine Week

Post to:
Term: 1ST 9 WKS
Task: Progress

Ok Cancel

To post grades using the Grade Book (Beta)
Click the Post button (Then select the appropriate task)

In Progress		
Number of Attempts	Percentage	Grade
800	95.00 %	A/95

2-Post Grades to Nine Weeks at the end of the 4 terms (For Grade Cards)

Post Grades

Post In Progress Grade(s)
In Progress/Proficiency Estimate from:
Term: 1ST 9 WKS
Task: Nine Week

Post to:
Term: 1ST 9 WKS
Task: Nine Week

Ok Cancel

If you are at OCMS or OCHS you might see additional tasks, such as Semester or Final.
Contact your administrator or guidance dept for more information.

