

How to apply Alternate Grading Keys

In My BackPack click on My Grading Keys

My Students

View Attendance
View Students
Student Discipline

My Classes

Class Attendance
Daily Gradebook
My Grading Keys
Homework
Recommendations
Discipline
My Schedule

My Reports

Class Roster
Grade Entry Sheet
Progress
Gradebook Snapshot
Gradebook
Student Schedule

Message My Classes

Send Email
My Email Templates
Sent Message History
Progress Report Settings

My Forms/Documents

Admission Inquiry
Admission Applications
Extended Day & After School
Activity Registration
Resource Center

Search

Student Directory (for Faculty)
Search Student/Parent
Directory Using Advanced
Search Options

Administration

Merchant Accounts
AutoPay Setup
Web Service Client Accounts
Reload System Settings
Sign In As Another User
Inquiry Page Statistics
About My BackPack

My BackPack Setup

Online Admission
Online Enrollment
Summer/Program Registration
Student/Parent Community
Documents Page Setup
Message Center
Resource Center Setup
Sign In Page
Profile Page
Student/Parent Directory
Faculty Directory Setup

Grading Setup/Tasks

Attendance Rules
Attendance Policies
Gradebook Templates
Grading Keys
Grading Job Process Monitor
Grade Legends
Create Gradebook Archives
Gradebook Archives

Key: Default Grade Key (dropdown menu open)

Max points for Grade Key: 100.0

Shared with other faculty

Visible in other schools

Apply to Grade Entry Period Grades

Buttons: Edit, Delete, Copy, New

Key	To	Equiv. Points	Equiv. Percentage	Comment
A+++	103.5	150.0	107.0%	
A++	100.5	103.49	103.0%	
A+	96.5	100.49	100.0%	
A	92.5	96.49	96.0%	
A-	89.5	92.49	92.0%	
B+	86.5	89.49	89.0%	
B	82.5	86.49	86.0%	
B-	79.5	82.49	82.0%	
C+	76.5	79.49	79.0%	
C	72.5	76.49	76.0%	
C-	69.5	72.49	72.0%	
D+	66.5	69.49	69.0%	
D	62.5	66.49	66.0%	
D-	59.5	62.49	62.0%	
F	0.0	59.49	59.0%	Fail

Select New

In the GradeBook select the student's Assignment Grading and Comments (the Yellow Sticky)

Group Abbreviation:	HW	L	HW	HW	Qz	Pts	12/18	01/05	Pts	05/21
Students (12)	5.0	20.0	5.0	5.0	45.0	170.0 100.0	100.0	100.0	100.0	100.0
MIS	5.00	20.00	5.00	5.00	45.00	162.00 A 95.29%	N/A	A 95.29%		N/A
MIS	5.00	18.50	5.00	MIS	44.00	152.50 A+ 89.71%	N/A	A+ 89.71%		N/A
MIS	5.00	19.50	5.00	5.00	48.00	167.50 A+ 98.53%	N/A	A+ 98.53%		N/A
MIS	5.00	20.00	5.00	5.00	48.00	168.00 A+ 98.82%	N/A	A+ 98.82%		N/A
MIS	5.00	19.50	5.00	5.00	45.00	162.50 A 95.59%	N/A	A 95.59%		N/A

Gradebook: SCIENCE [S1,S2] [2]

Student: [7] Edit: Student Grade Key & Comments All Marking Periods

Grade Key: Default Grade Key (selected)

Public Comments:

Private Notes:

Submit Reset Apply Cancel

1. Click on Edit:
Student Grade Key
& Comments
2. Select the Grade
Key
3. Submit