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Posting Grades through the Grade Book

Posting Grades* | Posting Grades when Using Power Law (Prior to E.1438) | Posting Grades when Using Power Law (After E.1438)

PATH: *Campus Instruction > Grade Book*

Posting grades copies the grades entered in the Grade Book to students' Grades tab. This is also the grade that posts to the students' Transcripts using the Transcript Post Wizard, if *Post to Transcript* is marked for the grading task or standard.

Automatic posting means clicking Post moves the In Progress grade or proficiency estimate to the Posted column. Manual means that the teacher is responsible for analyzing the data and determining the student's performance. The posting options available depend on the grade calculation options selected.

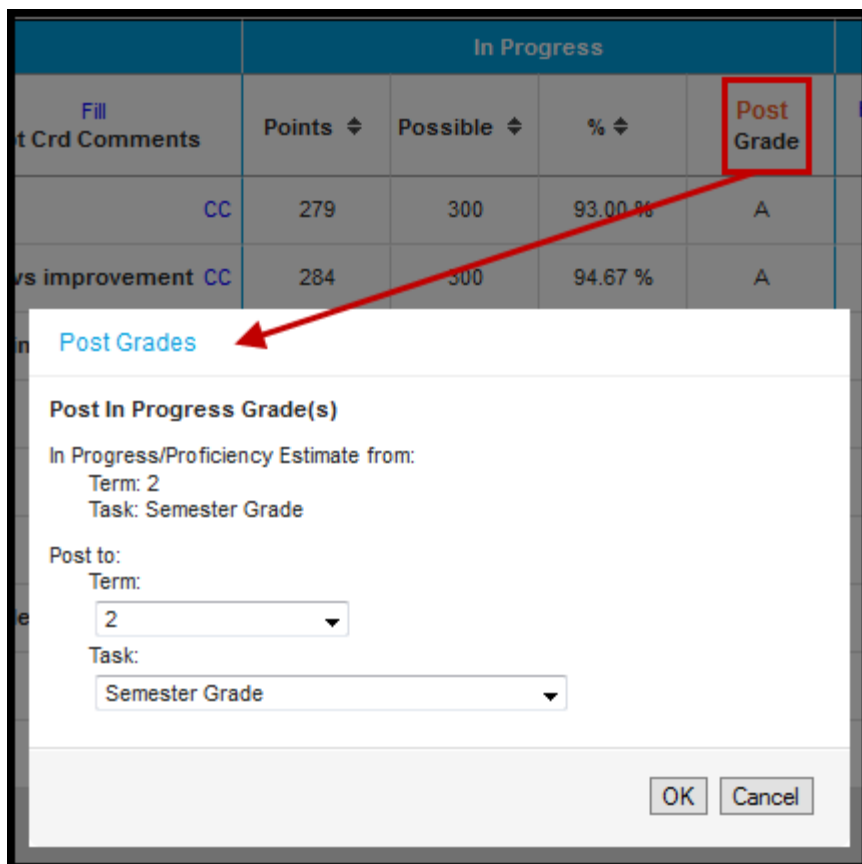| Grade Calculation Option Chosen	Posting Options	
	Manual	Automatic
No Calculation	X	
In Progress Grade	X	X
Proficiency Estimate - Highest, Mode of 3, Mode of 5, Most Recent	X	X
Proficiency Estimate - Power Law	X	X (E.1438)

Feedback

Posting Grades*

* Posting grades is different for standards where the In Progress grade is calculated using Power Law.

To post grades, review the In Progress portion of the Grade Totals. Click the orange **Post** button to open the post grades window. With the release of E.1517 at the end of April, teachers have the option of posting grades for a Student Group or an individual student using the new filtering options.

> ⊘ Note that posted grades can be entered manually in the Posted Grades column, bypassing assignment scores and In Progress grades.
>
> With the release of E.1525 in June, 2015, posted grades can also be entered manually by entering percentages in the Posted Percent column, which calculates the Posted Grade column calculates a grade based on the Grading Scale selected in Grade Calculation Options.

This window shows the source and destination of the grades you are posting. The current **Term** and **Task** appear in the *from* section.

If different, select the destination **Term** and **Task** from the dropdown lists. You can only select a task as the destination if the **grading window** is open for the grading task or standard. The grading window does not need to be open for the source term and task to post grades. Change the destination term and task if you want to post the grades to another task, such as an Progress Report task that is used to report grades but doesn't have any assignments.

Click **OK** to copy grades from the In Progress columns to the Posted section, if the In Progress grade is a valid option in the score group. Grades are not yet posted. If you posted grades from one task another, the destination task opens.

Review the **Posted** grades and make modifications as desired, such as a grade that could round up to the next letter grade. Options in the grade dropdown list are based on the score group aligned to the grading task, rather than the grading scale which determined the In Progress grade.

Posted			In Progress			
%	Grade	Fill Rpt Crd Comments	Points ⇕	Possible ⇕	% ⇕	Post Grade
93.00 %	A	CC	279	300	93.00 %	A
94.67 %	A	Shows improvement CC	284	300	94.67 %	A
61.00 %	D	Missing assignments CC	183	300	61.00 %	D
86.67 %	B ▼	CC	260	300	86.67 %	B
82.33 %	A+ A	CC	247	300	82.33 %	B
93.00 %	A- B+ B	CC	279	300	93.00 %	A

Enter any comment in the **Report Card Comments** column or click the CC (canned comments) link to open the comments window.

› Canned Comments Window

To give all students or students who do not have any comments, click **Fill**, enter your comments as described above, select who should receive these comments and click **Fill**.

Finally, **Save** the Grade Book to post grades.
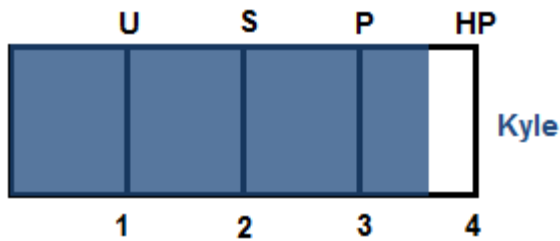
Posting Grades when Using Power Law (Prior to E.1438)

✓ If you have to manually enter a rubric score to post, read this section.

Power Law is a mathematical calculation that converts proficiency levels into numeric values and determines a trend based on the student's scores. Power Law works on the assumption that standards are assessed at consistent intervals, such as weekly. This trend value represents the student's progress as a numerical value on a scale where each "point" aligns to a rubric score.

For example, you've assessed your class for the same standard each Tuesday for the last few weeks, using a 4 point rubric of U, S, P and HP. Kyle has attained the following proficiency levels:

In Progress				TRW ⇕ » Seq: 1.00 Due: 11/26 Homework	TRW2 ⇕ » Seq: 1.00 Due: 12/03 Homework	TFW3 ⇕ » Seq: 1.00 Due: 12/10 Homework	TFW4 ⇕ » Seq: 1.00 Due: 12/17 Tests	TPT ⇕ » Seq: 1.00 Due: 12/24 Tests	TFE ⇕ » Seq: 1.00 Due: 12/31 Tests
Points ⇕	Possible ⇕	Trend ⇕	Post						
		3.55		S	S	P	P	P	HP

Using Power Law, his calculated trend value is 3.55, shown in this diagram:

Because the Power Law calculation converts rubric scores to numeric values that represent progress over time, teachers are responsible for determining what the student's grade should be. For this reason, grades are posted manually when using Power Law.

To post grades, review the **Trend** value calculated using Power Law, the Category calculations, and student performance in assignments and determine the rubric score that reflects the student's achievement.

In the **Posted** section of the Grade Totals, click in the **Grade** column to select a grade for each student.

		Posted		In Progress				Categories	
%	Grade	Fill Rpt Crd Comments	Points ⬍	Possible ⬍	Trend ⬍	Post	Homework ⬍	Tests ⬍
	U	CC			1.80		1.43	3.54
	S	CC			2.73		3.38	3.19
	P	CC			3.27		2.54	4.44
	HP ▼	CC			3.61		3.19	3.71
	HP P S U	CC			3.02		2.22	2.87
		CC			3.18		2.70	3.00

Selecting Posted Grades when using Power Law

Enter comments as described above.

Once you've chosen a grade for each student, click **Save** to post grades.

Posting Grades when Using Power Law (After E.1438)

✓ If a rubric score displays in the Post column automatically, read this section.

Power Law is a mathematical calculation that converts proficiency levels into numeric values and determines a trend based on the student's scores. Power Law works on the assumption that standards are assessed at consistent intervals, such as weekly.
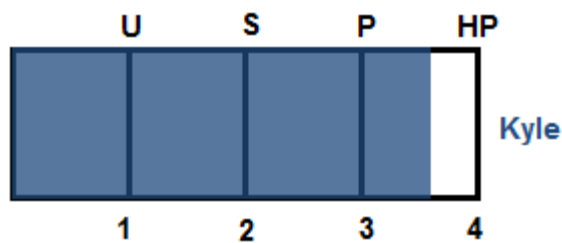
Rubric scores are converted using the Numeric Value entered on the Rubric and then the Power Law trend value is converted back into a rubric score based on the trend ranges also entered on the rubric.

For example, you've assessed your class for the same standard each Tuesday for the last few weeks, using a 4 point

rubric of U, S, P and HP. Kyle has attained the following proficiency levels:

In Progress		TRW Seq: 1.00 Due: 11/26 Homework	TRW Seq: 1.00 Due: 11/26 Homework	TRW2 Seq: 1.00 Due: 12/03 Homework	*TFW3 Seq: 1.00 Due: 12/10 Homework	*TFW4 Seq: 1.00 Due: 12/17 Tests	TPT Seq: 1.00 Due: 12/24 Tests
Trend ◆	Post Rubric						
3.46	P	S	S	P	P	P	HP

Using Power Law, his calculated trend value is 3.46, shown in this diagram:

Power law trend values provide a guide for teachers in determining a student's overall proficiency in a standard. When given a series of proficiency estimates, teachers don't have to determine what those estimates mean together.

To post grades, click the orange **Post** button in the In Progress column and choose the Task to post to. In the **Posted** section of the Grade Totals, you have the option of changing the student's grade if desired.

Posted			In Progress		Categories	
Percent	Grade	Fill Rpt Crd Comments	Trend ◆	Post Rubric	Homework ◆	Tests ◆
	P	CC	3.00	P	4.00	3.00
	P ▼	CC	3.79	P	4.17	4.00
	HP P S U	CC	3.68	P	2.00	4.00
		CC	3.36	P	2.00	3.00
	P	CC	3.00	P	3.00	3.00
	S	CC	2.98	S	2.00	3.00

Selecting Posted Grades when using Power Law

Enter comments as described above.

Once you've verified all student grades, click **Save** to post grades.

Posting Grades through the Grade Book