## **Calculating Semester Final Grades**

Semester final grades are calculated via your grade book, not from stored grades on the admin side of PowerSchool. It is looking at all the grades in your grade book and how to do the calculation based on how your *grade setup* is configured.

With your grade book launched and open – select a class, then click on *grade setup* in the top row of icons.

Classes	0	100		an	11000	
2014-2015				A A		
AM(P) Attendance AM 1-	EEP		-12-2			
PM(P) Attendance PM 1-	Scoresheet	Assignments	Student Info	Grade Setup	Class Content	Reports
	a second and a second	00		Mode:	Calculations	Grade Scales
M1(P) Operations and Algebraic Thinking 3 1-	Reporting Term	Q2		Mode.	sectory of the start of the	
M1(P) Operations and Algebraic Thinking 3 1- R1(P) English 6	Reporting Term	i Q2	Start	Plote.	End	

Double click on the reporting term that you wish to change/set-up. ALL grading terms will default to total points automatically.

You can choose to do grade weighting for your quarter grades, but you <u>must</u> use **TERM WEIGHTS** to calculate the Semester final grades (S1 or S2). Be sure to include the final exam weight (if you don't give a final exam, use zero for its weight – elementaries won't even see an E1 or E2 as an option).

Grade setup has to be configured for EACH of your classes individually, or you can set it up for one section, the use the copy feature to copy to the rest of your sections).

See the example below for configuring your S1 final grade calculation. (If you don't use a final exam, enter a 0 instead of the 20 in the example below – and Q1 and Q2 would be weights of 50) Again these #s are just examples. If using a final exam, you may choose to use the following weights:

Q1 = 40 Q2 = 40 E1 = 20

You will only be able to type in the Weight column, not the percent. Then you have an option of dropping the lowest grade(s), so enter the # of lowest grades you wish it to drop when calculating the final grade for this reporting term.

Edit View Tools Attendance	Window Help					
Classes	e 📩 📩		15 -		Ģ	
Semester 1					9	
M1(P) Nath 7	14-15					-0
M1(P) Health	S1 Scoresheet Assign	nments Student Info Grade Setup C	ass Content Reports		Atte	endance Noti
R1(P) English 6	S1 Reporting Term. S1	- Mode: Cal	ulations Grade Scales	1		
	Reporting Term	Start	End			
	S1	8 08/13/2014 Wed	12/19/2014 Fri			
	🚺 Q1	© 08/13/2014 Wed	10/12/2014 Sun			
Student Groups	Q2	© 10/13/2014 Mon	12/17/2014 Wed			
- Highlight Selected	E1	© 12/18/2014 Thu	12/19/2014 Fri			
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Dropped (0)						
	0 0		<b>S</b> 1			
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		Calculate S1 final grade using: Total points Total points Term Weights / Standards V Category Weights	(COPY) I Veights	lumber of	low scores to di	iscard: 0
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	A	Calculate S1 final grade using: Total points Term Weights / Standards V Category Weights Name Q1 Q2	(Copy) Veights	Weight 40	Percent	Drop Low
	A	Calculate S1 final grade using: Total points Term Weights / Standards V Category Weights Name Q1 Q2 E 1	(Copy) Veights	Weight 40 20	Percent 40.000 % 40.000 %	Drop Low
Cabagories		Calculate S1 final grade using: Total points Term Weights / Standards V Category Weights Name Q1 Q2 E1	(copy) I Veights	Weight 40 40 20	Percent 40.000% 47.000% 20.000%	Drop Low n/a n/a n/a
Cabagories		Calculate 51 final grade using: Total points Term Weights / Standards V Category Weights Name Q1 Q2 L1	(Copy) Veights	Weight 40 40 20	Percent 40.000% 40.000% 20.000%	Drop Low n/a n/a n/a
Catagories Filter Off	•	Calculate 51 final grade using: Total points Term Weights / Standards V Category Weights Name Q1 Q2 T t1	(Copy)	Weight 40 20	Percent 42.000% 47.000%	Drop Low n/a n/a n/a
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Categories - Filter Off ALL Honework Project	•	Calculate 51 final grade using: Total points Term Weights / Standards V Category Weights Name Q1 Q2 E1	(Copy)	Weight 40 40 20	Percent 47.000% 47.000%	Drop Low n/a n/a n/a
Categories — Filter Off Homework Project Quiz		Calculate 51 final grade using: Total points Term Weights / Standards V Category Weights Name Q1 Q2 E1	(Copy) Voights	Weight 40 40 20	Percent 47.000% 47.000% 27.000%	Drop Low n/a n/e n/à
Catagories Filter Off Homework Project Quiz Test		Calculate 51 final grade using: Total points Term Weights / Standards V Category Weights Name Q1 Q2 E1	(Copy)	Weight 40 40 20	Percent 40.000%   40.000% 20.000%	Drop Low n/a n/e n/a
Categories — Filter Off ALL Homework Project Quiz Test		Calculate 51 final grade using: Total points Term Weights / Standards V Category Weights Name Q1 Q2 E1	(Copy)	Weight 40 40 20	Percent 40.000%   40.000% 20.000%	Drop Low   n/a   n/a
Cabagories Pliter Off ALL Homework Project Quiz Test		Calculate 51 final grade using: Total points Term Weights / Standards V Category Weights Name Q1 Q2 E 1	(COPY)	Weight 40 40 20	Percent 40.000%   40.000% 40.000%	Drop Low n/a n/a
Cabagories 		Calculate 51 final grade using: Total points Term Weights / Standards V Category Weights Name Q1 Q2 T t1	(Copy) Voights	Weight 40 40 20	Percent 40.000%   42.000% 20.000%	Drop Low n/a n/a n/a
Cabagories Cabagories ALL Honework Project Quiz Test		Calculate 51 final grade using: Total points Term Weights / Standards V Category Weights Name Q1 Q2 T t1	(Copy)	Weight 40 40 20	Percent 42.000% 47.000% 27.000%	Drop Low n/a n/a n/a

## Copying setting from one section to others:

Once you have the settings completed as you need them for all reporting terms for this section, you can copy these settings to all your sections in the same grading term.

Click on *Copy* next to the Calculate S1 final grade setup in lower window.

Follow the prompts to copy – first it will ask if you want to copy just a reporting term or the entire class (all reporting terms) – make your selection and click on ok



Then it will prompt you for where you want to paste these settings to. Be sure the correct YEAR is selected in the top box (use the down arrow to expand to verify).

py Grade Setup Copy the M1(P) He	: M1(P) Health 6 aith 6 Grade Setup	
Paste the M1(P) H	lealth 6 final grade setup to the following da	sses:
Semester 1		
	Classes	
100	🌆 М1(Р) Math 7	14-15
100	R 1(P) English 6	SI
0		Next Cancel

Then check the boxes next to the sections you want these settings copied to.

Then click **Next** 

A confirmation screen will appear (you last change to bail out). If it all appears correct, then click on *Finish* for the copy to actually happen.

ted. Any existing final grades for the d on the new setup.
o back to edit.

Once it is complete, I suggest going to a different section to verify that the grade setup did copy as expected.