Grade Marks

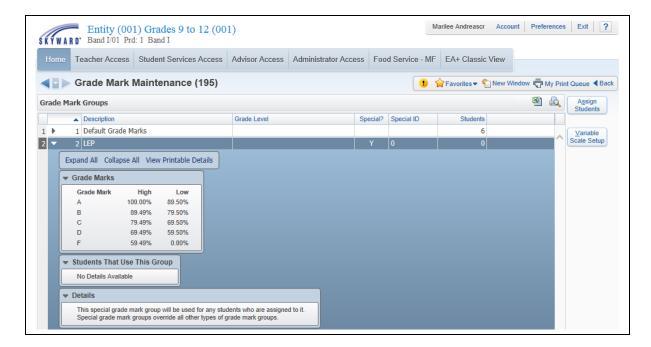
View/Edit Default Scale Special Grade Mark Groups Grade Level Specific Grade Mark Groups Variable Scale Grading



From the Gradebook Main screen, click the **Grade Marks** tab. (If you do not see the Grade Marks tab, this is a configuration decision made by the district.) Under the Grade Marks tab, you can maintain the students attached to a group of Grade Marks, and update the grading scale attached to a group.

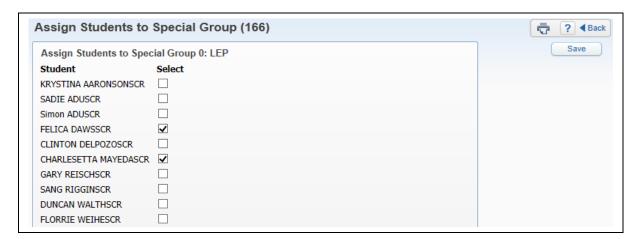


On the Grade Mark Maintenance screen, you can view the Default Grade Marks by expanding a Grade Mark Group.



Special Grade Mark Groups: A Special Grade Mark Group is identified by a Y in the Special? column. In the next column, every Special Grade Mark Group is also given a Special ID number. The expanded section will show the altered Grade Marks, Students That Use This Group, and the Details.

Assign Students: When you have a Special Grade Mark Group selected, you can click this button in the upper right corner to maintain the students attached to the group.



This is the Assign Students to Special Group screen, where you can select students that should be assigned to this group. Click **Save** when all necessary students are selected. Students who are assigned to a Special Grade Mark Group will be removed from their previous Grade Mark Group.