



Texas User Conference

Term Grade Preparation and Troubleshooting

Cinthia Polite



End of Term Grade Reporting



This session will cover commonly used grade reports used for Term grade reporting

- Teacher Grade Posting Report
- Grade Difference Report
- Grade Input and Proof Sheets
- Blank and Incomplete grades (Selected Grade Report)
- Ineligibility reports by Activity (Selected Grade or Academic Eligibility)
- Failure Report (Selected Grade Report)
- Grade Report by Special Population (Selected Grade Report)
- Teacher Grade Distribution (Grade Analysis)


Teacher Grade Posting Report

•WS\OF\GR\RE\GI\TP

-Used by districts who do

Manual Posting (not Auto-Post)

Edit Report Ranges



Template Settings

* Template Description: Teacher posting

Share this template with other users in entity 004

Print Greenbar

Save

Save and Print

Back

Course Ranges

Low	High
Course/Class: <input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text" value="ZZZZZZ"/> <input style="width: 80%;" type="text" value="ZZZ"/>
Teacher: <input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text" value="ZZZZZZZZZZZZ"/>

By Date Range By Grading Period

Grading Period: Always Use Last Completed ▼

Entity Selection

By Range By Selection List

Entity:

Options

Include All Course Lengths Course Lengths

Include All Course Subjects Subjects

Include All Course Types Course Types

Include All Departments Departments

Include Course Status: Active ▼

Include Graded Courses: Graded Courses ▼

Grade Proof Sheets

•WS\OF\GR\RE\PG

Add Report Ranges



Template Settings

* Template Description: **Teacher Verification of Grades**

Share this template with other users in entity 005

Print Greenbar

- Save
- Save and Print
- Ranges
- Sort By
- Back

Report Options

Report Type: **Proof** ▼

Name Order: **Last, First** ▼

Student Class Records: **Enrolled Classes** ▼

Student Status: **Active** ▼

Class Record Type: **Current Year** ▼

Include All Student Class Lengths Class Lengths

Print Options

Double Space Names Page Break: **Page Break On First Sort** ▼

Print School ID Page Break by Class

Sort Students by School Only Print Students in Selected Activities Activity

Grade Bucket Blocker: ******* Print Student's Activities

Grading Comments

Print Codes Print Descriptions

* Low GP: **1** ▼ **PROGRESS REPORT 1** * High GP: **1** ▼ **PROGRESS REPORT 1**

Grade Buckets To Display

Midterm	Term	Sem Exam	Semester	Final	Citizenship
<input type="checkbox"/> PR1	<input checked="" type="checkbox"/> CY1	<input type="checkbox"/> EX1	<input type="checkbox"/> S1	<input type="checkbox"/> EOY	<input type="checkbox"/> CZ1
<input type="checkbox"/> PR2	<input type="checkbox"/> CY2	<input type="checkbox"/> EX2	<input type="checkbox"/> S2		<input type="checkbox"/> CZ2
<input type="checkbox"/> PR3	<input type="checkbox"/> CY3				<input type="checkbox"/> CZ3
<input type="checkbox"/> PR4	<input type="checkbox"/> CY4				<input type="checkbox"/> CZ4
<input type="checkbox"/> PR5	<input type="checkbox"/> CY5				<input type="checkbox"/> CZ5

Grade Differences Report

- WS\EA\GB\SE\PA
- or via EA+ under WA\EP\AD\GP

Template Maintenance



Template Settings

- * Template Description:
- Share with other users in entity 001
- Print Greenbar

Save

Save and Print

Back

Report Filter

- School Year:
- Entity:
- Display Differences for Grade Period:

Sort Options

- Sort by Student Sort by Teacher Page Break by Teacher?

Asterisk (*) denotes a required field

Grade Report by Special Population (Selected Grade Report)

Template Settings

* Template Description:

Share with other users in entity 001
 Print Greenbar

Report Type

Report Type: By Student By Other

[Ranges](#)

Activities

Include All Activities [Activities](#)
 Print Activities

[Save](#)
[Save and Print](#)
[Sort By](#)
[Back](#)

Report Options

School Year:

Student ID to Print:

Only Print Selected Grade Marks

Course Ranges

Student Class Status:

Class Record Type:

Grade Marks Selection

Include	Grade Mark
<input checked="" type="checkbox"/>	Blank Grade Bucket
<input checked="" type="checkbox"/>	69
<input checked="" type="checkbox"/>	68
<input checked="" type="checkbox"/>	67
<input checked="" type="checkbox"/>	66
<input checked="" type="checkbox"/>	65
<input checked="" type="checkbox"/>	64
<input checked="" type="checkbox"/>	63
<input checked="" type="checkbox"/>	62
<input checked="" type="checkbox"/>	61
<input checked="" type="checkbox"/>	60

Activity Selection

Activity Selection - Entity 001 - WS\OF\GR\RE\G\SG - 10931 - 05.19....

Not secure | broker3/scripts11/cgiip.exe/WService=30427web/sgradbrws02...

Include	Activity	Start Date
<input checked="" type="checkbox"/>	Activity (DYS) (DYS)	08/19/201
<input checked="" type="checkbox"/>	Activity (ESL) (ESL)	08/19/201
<input type="checkbox"/>	Activity (001) (001)	08/19/201
<input type="checkbox"/>	Activity (09G) (09G)	08/19/201
<input type="checkbox"/>	Activity (10G) (10G)	08/19/201
<input type="checkbox"/>	Activity (11G) (11G)	08/19/201
<input type="checkbox"/>	Activity (12G) (12G)	08/19/201
<input type="checkbox"/>	Activity (B-A) (B-A)	08/19/201
<input type="checkbox"/>	Activity (BB) (BB)	08/19/201
<input type="checkbox"/>	Activity (BBA) (BBA)	08/19/201
<input type="checkbox"/>	Activity (BBG) (BBG)	08/19/201
<input type="checkbox"/>	Activity (BBW) (BBW)	08/19/201
<input type="checkbox"/>	Activity (BJV) (BJV)	08/19/201
<input type="checkbox"/>	Activity (BND) (BND)	08/19/201
<input type="checkbox"/>	Activity (BXC) (BXC)	08/19/201
<input type="checkbox"/>	Activity (CO) (CO)	08/19/201
<input type="checkbox"/>	Activity (DEB) (DEB)	08/19/201
<input type="checkbox"/>	Activity (FBB) (FBB)	08/19/201
<input type="checkbox"/>	Activity (FPA) (FPA)	08/19/201

[OK](#)
[Back](#)
[Select All Activities](#)
[Unselect All Activities](#)



Texas User Group Conference

THANK YOU FOR ATTENDING!

