

Home **Gradebook** Rosters Assignments Setup Profiles Rubrics Merge Post Grades School Setup Reports  
 You are now working in the 2016-2017 School Year.

**CREATING AND GRADING YOUR FINAL EXAMS**

MP1 MP2 MP3 MP4 **Exams** Year Summary

Puliatte, James H627/1-Sports & Entertainme..., MTWRF, Per 7 FY Quick Links

Exam Overview **Exam Setup** Grade Exam

**1. Click 'Exams'**

**2. Click Exam Setup**

**3. Click 'Add New Section...'**

**4. Fill in the below information and click 'Create'.**

**5. To copy this exam setup to other classes, choose another class from the drop down menu and click 'Copy'.**

**6. Click 'Grade Exam' to grade.**

Exams for H627/1-Sports & Entertainme..., MTWRF, Per 7 FY  
 Fort Lee High School

**Setup for Midterm Exam**

Calculate Midterm Exam Final Grade By: *i*  
 Earned Points / Attempted Points  Save

+ Add New Section to Midterm Exam

Seq	Section Name	Max Possible Score	Grading Type	Percentage of Exam
1	Midterm	100	Numeric	100 %
				100%

Copy this exam setup to:

**Setup for Final Exam**

This Exam Grade is currently being collected.

Calculate Final Exam Final Grade By: *i*  
 Earned Points / Attempted Points  Save

+ Add New Section to Final Exam

Seq	Section Name	Max Possible Score	Grading Type	Percentage of Exam
1	Final Exam	100	Numeric	100 %
				100%

Copy this exam setup to:

**Add Section to Final Exam**

\*Exam Section Name: Final Exam

\*Max Possible Score: 100

\*Grading Type: Numeric

\*Percentage of Exam: 100

\*Sequence: 1

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**GRADING YOUR FINAL EXAMS**

MP1 MP2 MP3 MP4 **Exams** Year Summary

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Exam Overview Exam Setup **Grade Exam**

**Grade Final Exam**

Score Modifier:  Add Mult Sub Reset

Final Exam Totals: **Mean** **Median** **Deviation** **Mode**  
 Final Exam Totals: .00 .00 .00 None

Exam: Final Exam

ID	Student	Overall Final Exam	Final Exam	Final Exam Grade	Absent	Inc	Exempt	Missing
		Not Graded	Not Graded	out of 100	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
		Not Graded	Not Graded	out of 100	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		Not Graded	Not Graded	out of 100	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		Not Graded	Not Graded	out of 100	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		Not Graded	Not Graded	out of 100	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**REPEAT FOR ALL STUDENTS/CLASSES**

**Make sure you are in 'Final Exam'.**

**Mark any student who is Exempt**

**Enter the grade for the exams.**

You are now working in the 2016-2017 School Year.

**PRINTING YOUR YEAR SUMMARY**

Inside your gradebook...

MP1 MP2 MP3 **MP4** Exams **Year Summary** 1. Click on "Year Summary"

Puliatte, James

H627/1-Sports & Entertainme..., MTWRF, Per 7 FY



School Year: 2016-17  
Module: gradebook

Fort Lee School District  
Fort Lee High School

James Puliatte

2. Click the Print Icon

Student Data Registration Scheduling Next Year Scheduling Grading Attendance Transcript Setup Core Next >>

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You are now working in the 2016-2017 School Year.

**Year Summary for H627/1-Sports & Entertainme..., MTWRF, Per 7 FY**

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This section collects grades in: MP1 MP2 ME S1 MP3 MP4 FE S2 FG EX1 EX2 EX3 EX4

ID	Name	MP1	MP2	ME	S1	MP3	MP4	FE	S2	FG
		<b>Gradebook Grade:</b> 98.7 (A+)	<b>100.0 (A+)</b>	<b>100.0 (A+)</b>	99.4 (A+)	<b>100.0 (A+)</b>	<b>100.0 (A+)</b>	Exempt	100.0 (A+)	** 100
		Posted Grade: 99	100	100	100	100	100	E	E	100
		Posted Comments: 01	09,10			01,10	01,10			
		<b>Gradebook Grade:</b> 92.3 (A-)	<b>95.2 (A)</b>	<b>95.0 (A)</b>	93.8 (A)	<b>89.6 (A-)</b>	<b>95.0 (A)</b>	<b>85.0 (B)</b>	92.3 (A-)	** 92
		Posted Grade: 92	95	95	94	90	95	85	91	92
		Posted Comments: 02	10			02	01,02			

Year Summary Report

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3. Click the Print icon to print,  
If the print icon does not appear then  
just go to File > Print or CTRL + P

Year Summary Report - 05/31/2017  
Fort Lee High School

ID	Name	MP1	MP2	ME	S1	MP3	MP4	FE	S2	FG
		<b>Gradebook Grade:</b> 98.7 (A+)	<b>100.0 (A+)</b>	<b>100.0 (A+)</b>	99.4 (A+)	<b>100.0 (A+)</b>	<b>100.0 (A+)</b>	E	100.0 (A+)	** 100
		Posted Grade: 99	100	100	100	100	100	E	E	100
		Posted Comments: 01	09,10			01,10	01,10			
		<b>Gradebook Grade:</b> 92.3 (A-)	<b>95.2 (A)</b>	<b>95.0 (A)</b>	93.8 (A)	<b>89.6 (A-)</b>	<b>95.0 (A)</b>	<b>85.0 (B)</b>	92.3 (A-)	** 92
		Posted Grade: 92	95	95	94	90	95	85	91	92
		Posted Comments: 02	10			02	01,02			

4. Repeat for all classes.