

Faculty Grade Entry

Navigation

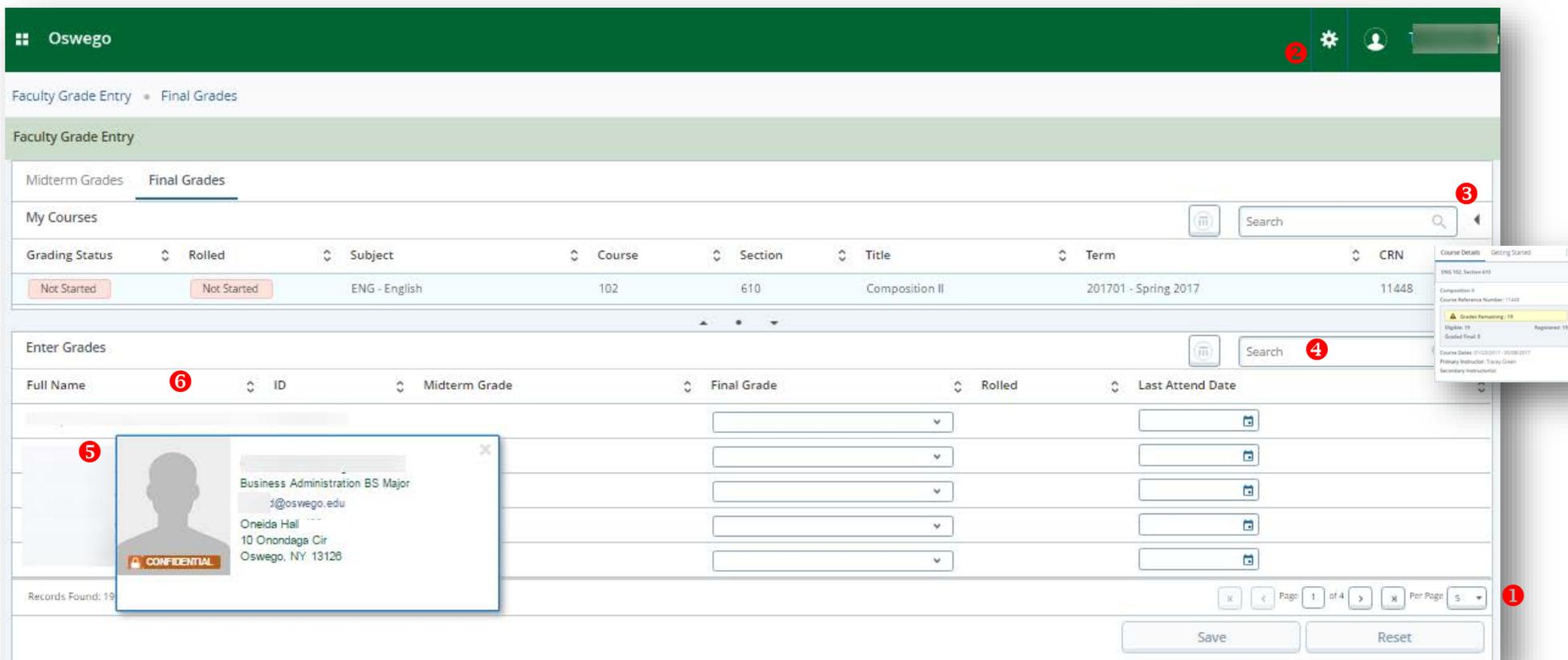
- 1 Control how many students appear on each page.
- 2 Use the wheel  icon to import/export grade rosters.
- 3 Click  To see more information about the course section.
- 4 Use this box to search for a student on the roster by name or ID#.
- 5 Hover over a student name and additional student information will appear.
- 6 To sort the roster by name, click on that column heading (watch the arrows   for ascending or descending). Other column headers may be used to sort the roster. Additionally, you may drag & drop columns to change the order in which they appear.

Grade Entry

- After entering grades on the first page, be certain to **SAVE** before navigating to the next page.
- Use the drop down to select the appropriate grade for each student.
- For failing grades, enter/select a Last Attend Date.

NOTE: You will not be able to enter a grade for students that have withdrawn. The appropriate "W" grade will automatically be assigned, based on the "W" grade indicated on the withdrawal form you previously signed.

When entering incomplete grades, you will be directed to a listing of students on the roster you've assigned the "I" grade. The extension date and final grade are for informational purposes. If a grade change form is not submitted by the extension date, the "I" will automatically roll to an "E".



The screenshot displays the Faculty Grade Entry interface. At the top, the Oswego logo is visible. The main navigation area includes 'Faculty Grade Entry' and 'Final Grades'. Below this, there are tabs for 'Midterm Grades' and 'Final Grades'. A search bar is present, and a table lists course sections with columns for Grading Status, Rolled, Subject, Course, Section, Title, Term, and CRN. The 'Enter Grades' section features columns for Full Name, ID, Midterm Grade, Final Grade, Rolled, and Last Attend Date. A student information popup is shown for a student in the Business Administration BS Major. The interface includes a 'Save' button and a 'Reset' button. Red callouts 1-6 highlight specific UI elements: 1 (page size), 2 (gear icon), 3 (course section search), 4 (student search), 5 (student popup), and 6 (column header).

Grading Status	Rolled	Subject	Course	Section	Title	Term	CRN
Not Started	Not Started	ENG - English	102	610	Composition II	201701 - Spring 2017	11448

Full Name	ID	Midterm Grade	Final Grade	Rolled	Last Attend Date

Records Found: 19

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Save Reset