

Posting End of Marking Period Grades

1. Login to Educator Access Plus
2. Select Gradebook
3. If you wish to Adjust any grades select **MP1** and select adjust grades

* From here you can modify grades.
Always remember to save. Return to Main Screen

Print Queue

Display Options Quick Scoring Excel Export

MP1	Chapte	Scienc	Scienc
Options	W09-S	W09-Th	W09-T
%	10/22	10/19	10/17

Select Term MP1 Display Method

- Grade Mark
- Percent
- Points

Enter Term MP1 Grade Adjustments

Quick Scoring for Term MP1

71.25	75	60	90
84.75	84	90	75
83.75	85	80	90

Skyward Educator Access Plus - Saginaw Public Schools

EDUCATOR ACCESS plus

ARTHUR EDDY ACADEMY

Teacher: SAFIYA MOSLEY Class: 50110 / 01 Prd:1

Grade Adjustment

Term MP1

Save
Undo
Back

Students	Calculated Grade	Percent	Adjustment Grade	Amount	Total Percent	Posted Grade	Grade Marks		
							Grade	High	Low
1	89.00	A-	1.00	90.00		A	100.99	93.00	
2	76.25	C+	0.75	77.00		A-	92.99	90.00	
3	80.00	B-	0.50	80.50		B+	89.99	87.00	
4	71.25	C-	0.50	71.75		B	86.99	83.00	
5	84.75	B	0.50	85.25		B-	82.99	80.00	
6	83.75	B	0.50	84.25		C+	79.99	77.00	
						C	76.99	73.00	
						C-	72.99	70.00	
						D+	69.99	67.00	
						D	66.99	63.00	
						D-	62.99	60.00	
						E	59.99	0.00	

4. Choose the class you wish to post your grades
5. Select Post Grades

Post Grades

6. Select Post Grades

Skyward Educator Access Plus - Saginaw Public Schools

EDUCATOR ACCESS plus

ARTHUR EDDY ACADEMY

Teacher: SAFIYA MOSLEY Class: 50110 / 01 Prd:1 SCIENCE 6TH GRADE

View Tutorial

Gradebook | Main Screen | Post Grades

Print Queue

Grade Period(s) open for Report Card Posting

08/24/2006 to 10/28/2006 MARKING PERIOD 1 [Post Grades](#)

This Grade Period is open to post grades to the report cards from Monday, October 16 2006 at 12:00 AM until Wednesday, November 1 2006 at 12:00 AM.

Click the Post Grades link to post the following grades from the Gradebook: Term 1.

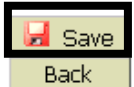
Upcoming Grade Periods

10/31/2006 to 01/13/2007 MARKING PERIOD 2 [Display Class](#)

This Grade Period opens for report card posting on Friday, January 12 2007 at 12:01 AM.

7. Select up 1 Citizenship and 3 comments to place on the report card

Grading Period: 08/16/2006 to 10/07/2006 Marking Period 1
Grade Posting is available from 08/16/2006 12:01 AM to 11/01/2006 11:59 PM



Always remember to save.

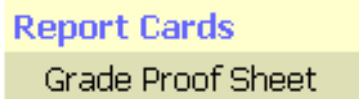
[View Grade Marks](#) | [View Comment Codes](#) | [Alert Legend](#)

Grad Yr	First Name	Last Name	Alerts	C1	MP1	C1	C2	C3
Default blank comments to:								
2009	STUDENT	TEST01			A-			

C1=Citizenship Information

1= Excellent 2= Good 3= Fair 4= Poor
5= Conf

8. After posting grades for All Class return to your grade book, select **Reports** and select print a **grade proof sheet**



9. Select Report #900, Select **Different Classes**

50110 / 01 Prd:1 SCIENCE 6TH GRADE - SAFIYA MOSLEY
Report: Grade Proof Sheet

Rep #	Report Template Name
900	Curr Term;All Comments
910	Curr Term;Curr Term Only;All Comments

Print Queue Back to Gradebook

Print
Back
Add a new Template
View parameters of Template
Clone Template
Select Different Students
Select Different Classes

10. Put a check mark next to all classes you wish to print, select Print



11. A pdf file will be created. Print off as a copy of your posted grades.