

Troubleshooting Gradebook

Reporting Term	Start	End
Y1	09/01/2011 Thu	06/27/2012 Wed
T1	09/01/2011 Thu	11/16/2011 Wed
T2	11/17/2011 Thu	03/15/2012 Thu
T3	03/16/2012 Fri	06/25/2012 Mon

Date range display in Gradebook – Assignments must fall in the date range for the terms in order to be calculated correctly.

What's wrong with these pictures?

Assignment mark has incorrect due date (T2 doesn't begin until November 17th) The teacher named the assignment incorrectly OR the teacher didn't change the Due Date on the assignment to fall in the T2 date range.

Teacher set assignment to Points instead of Letter Grade

Troubleshooting Gradebook

Assignment and mark are greyed out.

Teacher **unchecked** the “Include in Final Grade” box on the assignment

	(T2) Final Grade	Progress Mark 2
		03/08/2012 LTR
		A
		A

The assignment has a mark but no mark is showing in the T1 Final Grade Column,
 The category that assignment PM1 was created in was not included in the Grade Setup Calculations for T1.

	(T1) Final Grade	PM 1
		10/06/2011 LTR
		A
		C
		C
		B



Calculate T1 final grade using: copy

Total points

Number of low scores to discard:

Term weights

Category weights

▲	Name	Weight	Percent	Drop Low

+ add category + add assignment

- remove

Troubleshooting Gradebook

Final Grades Mode shows equivalent scores out of 10 for letter grades that were entered, however, no mark is showing in the T1 Final Grade Column.

The Grade Setup Calculation for T1 was set to Category weights and they entered Category Progress Mark 2 – with 0 weight instead of Category Progress Mark 1 weight 100%

		(T1) Final Grade	Progress Mark 2 Letter Grades
			9/10
			5.8/10
yn			5.8/10
r			7.3/10

Calculate T1 final grade using: copy

Total points

Number of low scores to discard:

Term weights

Category weights

▲	Name	Weight	Percent	Drop Low
	Progress Mark 2	0	n/a	0

+ add category + add assignment

- remove

Troubleshooting Gradebook

A category was not calculated into the final grade.

*The teacher has set the final grade setup to drop **one low** mark for the category in which there is only one assignment. . Because there was only one assignment, it was the lowest, therefore it was dropped and not included in the calculation.*

Calculate T1 final grade using: copy

Total points

Number of low scores to discard:

Term weights

Category weights

▲	Name	Weight	Percent	Drop Low
	Final mark	20	20.0%	0
	Project	20	20.0%	0
	Quiz	15	15.0%	1
	Test	45	45.0%	0



add category

add assignment

remove

T1 final grade calculates to 79 but the teacher wants 80 to appear on the Progress Report. The mark is still showing 79 on Progress report

Score Inspector – Manual override- ensure that the correct reporting period (eg T1 is selected (if they select Y1 and override and T1 marks are stored, then the overridden mark will not appear on the progress report.

		Formative... (4) Default	Summative... (6) Default
	(T1) Final Grade		
↻	67	67%	138/207
↻	82	82%	169/207
↻	79	79%	163/207

Teacher did the manual override on the Y1 final grade instead of the T1 final grade. T1 marks were stored therefore the 79 is the mark in Historical Grades and therefore on the Progress Report.

To fix this, select T1 from the Reporting Term, and do the manual override in the T1 Final Grade column.

		Form Default
	(Y1) Final Grade	
↻	61	61%
↻	81	81%
↻	80	80%

No marks in the T1 Final Grade column will result in empty data for the Term 1 Mark on Progress Reports.

Troubleshooting Gradebook

With reporting term Y1 selected, the Assignments Mode displays the marks for Progress Mark 1, Progress Mark 2 and 3.

However, the Y1 final mark (Y1 Final Grade column) does not calculate correctly.

The Grade Setup Calculation for Y1 was not set up correctly.

Student	(Y1) Final Grade	PM 1 10/06/2011 LTR	PM 2 03/15/2012 LTR	PM 3 06/22/2012 LTR
Student 1	B	A	A	C
Student 2	B	C	A	A
Student 3	C	C	A	D
Student 4	C	B	C	C

With the Y1 reporting term selected, the Final Grades Mode shows only the Progress Mark 2 and Progress Mark 3.


Categories Progress Mark 2 and Progress Mark 3 have been set up in the Grade Setup Calculations. However, the Progress Mark 1 category was missed.


Student	(Y1) Final Grade	Progress Mark 2 Letter Grades	Progress Mark 3 Letter Grades
Student 1	B	18/20	5.8/10
Student 2	B	14.8/20	9/10
Student 3	C	14.8/20	4/10
Student 4	C	13.1/20	5.8/10


Troubleshooting Gradebook


Marks are not calculating correctly


Grade Setup Calculation for T2- Category Progress Mark 3 was entered in Category Weights in error- it should be set to Progress Mark 2 and include the weight.



Scoresheet


Assignments





Student Info


Grade Setup


Class Content


Reports

Reporting Term: Y1
 Mode: Calculations Grade Scales

Reporting Term	Start	End	
Y1	09/01/2011 Thu	06/27/2012 Wed	
 T1	09/01/2011 Thu	11/16/2011 Wed	
 T2	11/17/2011 Thu	03/15/2012 Thu	
 T3	03/16/2012 Fri	06/25/2012 Mon	

T2




Calculate T2 final grade using: copy

Total points

Number of low scores to discard:

Term weights

Category weights

	Name	Weight	Percent	Drop Low
	Progress Mark 3	0	n/a	0

+ add category + add assignment

- remove