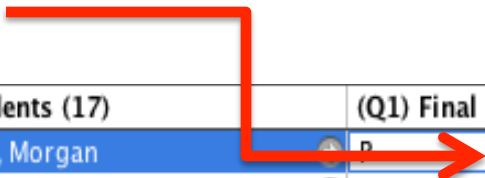



****Remember to make sure you are in your AM Attendance class!!**

How to Enter Final Grade Comments

Double click on the **overall grade cell** in the Final Grade column.



Students (17)	(Q1) Final Grade			A	T
Blair, Morgan	P	88%	795/900	-	-
Carter, Kelsey	A	94%	845/900	-	-
Cazares, Raygan	P	85%	765/900	-	-



Final Grade

Student: Blair, Morgan

Reporting Term: Q1

Score Comment

Manual Override: ☐

Percent: 88

Grade: P

Points: 795/900

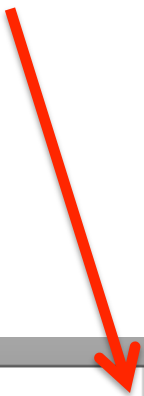
Comment:

2048 characters left

Clear Close

The Final Grade box will open. This is where you enter your comment. You can use the arrows next to the name to scroll through the students. Once comments are entered click Close.

You will see a blue c in the Final Grade column if a comment has been entered.



Students (17)	(Q1) Final Grade			A	T
Blair, Morgan	P	88%	795/900	-	-
Carter, Kelsey	A	94%	845/900	-	-
Cazares, Raygan	P	85%	765/900	-	-