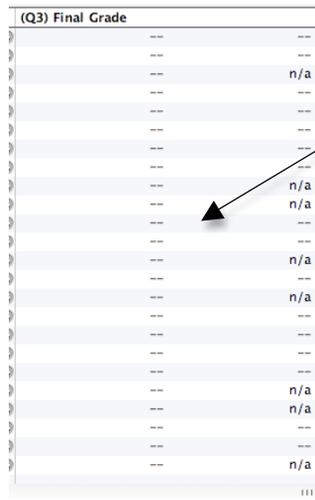


CONDUCT FOR NEW STUDENTS

Homeroom Citizenship grades entered via FINAL GRADE MODE for students who have had a schedule change since the final grade setup was completed for S1, S2 and Y1 are not displayed in the PowerSchool portals and will not be stored for Report Cards until the following steps have been completed.

STEP 1: DO I HAVE THIS ISSUE?



(Q3) Final Grade
--
--
n/a
--
--
--
n/a
n/a
--
n/a
--
n/a
--
--
--
n/a
n/a
--
n/a
--

Open the Gradebook Scoresheet Tab.

Notice the students with n/a in the (Q3) Final Grade column. These are students who enrolled or had a schedule change after the **Grade Setup** was completed.

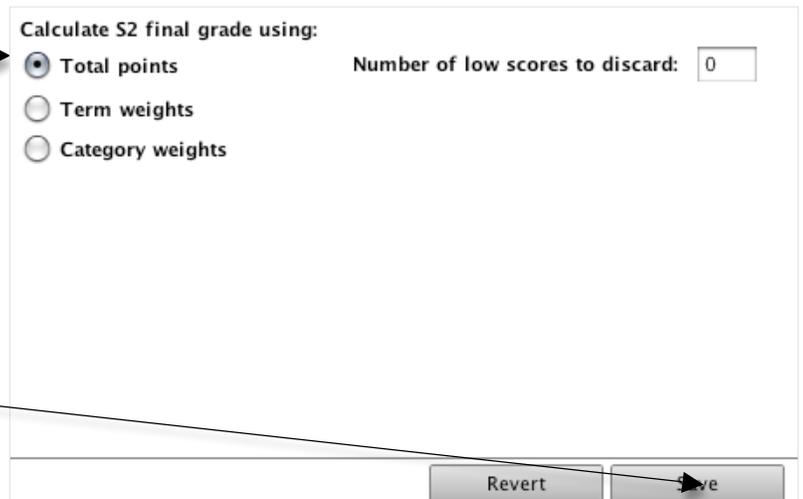
On the Teacher Portal these same students will have "--" in the grade area.



STEP 2: HOW DO I FIX THIS ISSUE?

In the Gradebook select Homeroom. Select the **Grade Setup** tab. In the top window select S2.

Select **Total points**



Calculate S2 final grade using:

Total points Number of low scores to discard:

Term weights

Category weights

Revert Save

SAVE

