THIRD THROUGH EIGHTH GRADE

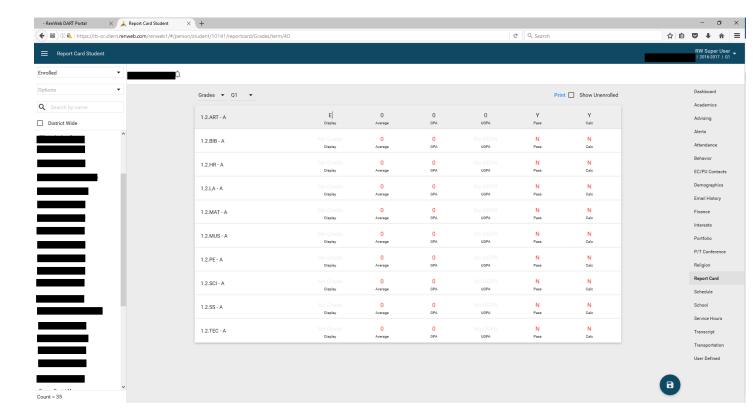
Grades 3-8 will have letter grades of:

A, B, C, D this includes minus and plus.

To Enter Grades

- Main Menu
- Academics
- Report Card Student
- Select Student
- Enter Grades-Click on where it says NO GRADE and enter letter grades there.
- DON'T FORGET TO SAVE WITH BLUE BUTTON ON BOTTOM.

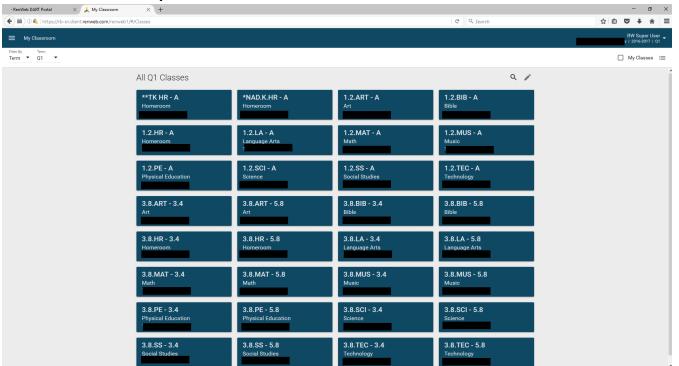




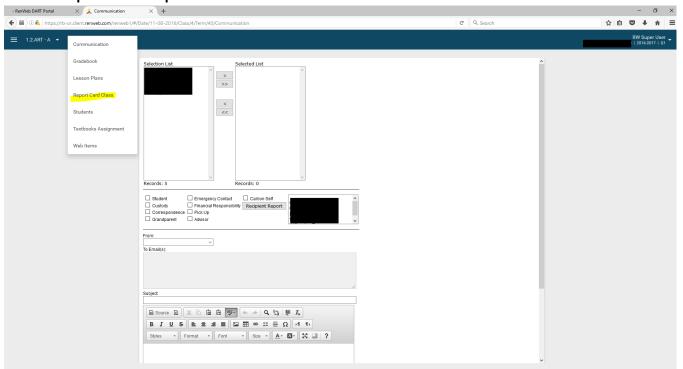
SKILL SETS

My Classroom

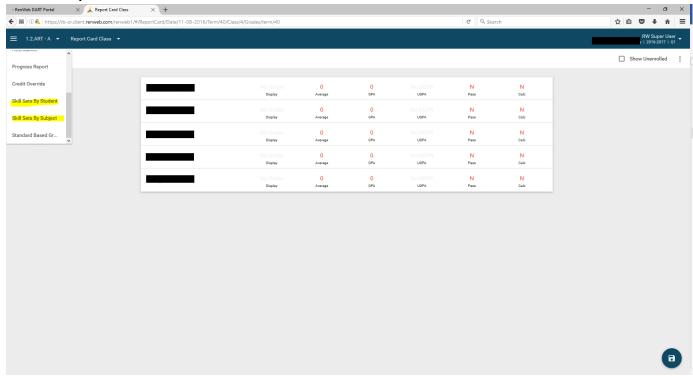
Select any 3.8 class



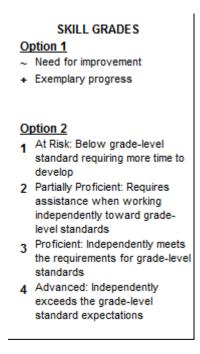
• Drop down to Report Card Class



• Drop down to Skill Sets



Enter these for skills sets.



REPEAT FOR 3.8 ALL CLASSES

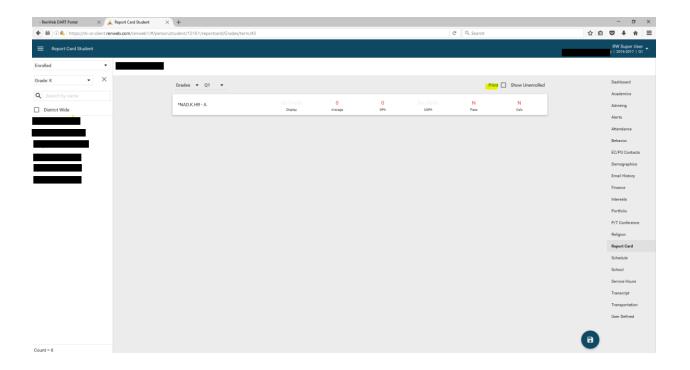
TWO OPTIONS TO PRINT

1. Main Menu

a. Report Card Student

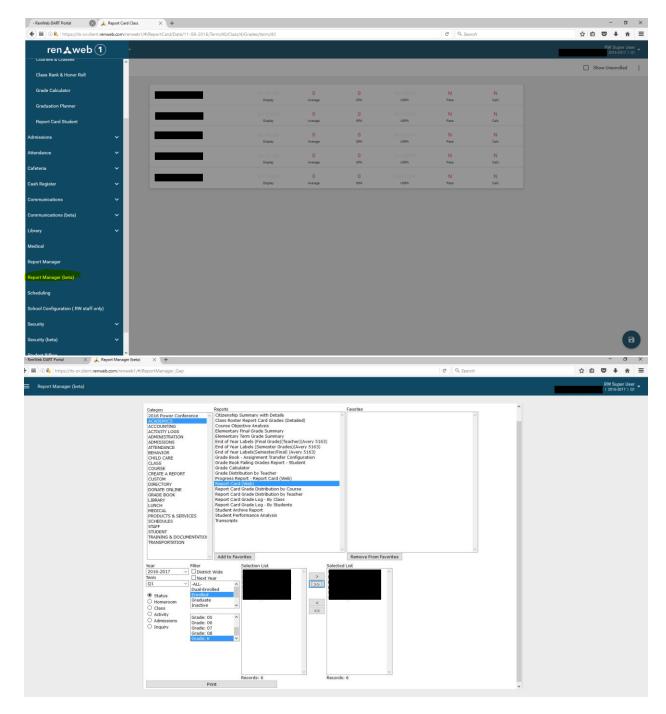


- b. Select a student
 - i. Print in upper right hand corner



2. Main Menu

- a. Report Manager
- b. Academics
- c. Report Card(Web)
- d. Select a grade
- e. Double arrow over all students from Selection List to Selected List
- f. Print



G. Select Print



H. Select NAD/3-8SDA_Current. cfm for Template



Report Card - Web

Print	⊠ Email	
	Template: NAD/3-8SDA_Current.cfm	□ Print archived r
Print Report Cards	Grade Level Override:	
	Message:	
	Print	

DONE WITH 3-8 Grades