

Total Point Grade Setup PTPro: Click [HERE](#) for detailed gradebook setup directions

REPORTING TERM	FORMULA TYPE	EDIT CALC	EDIT DROPS	ACTIONS
Y1	Total Points	✓	✓	[Pencil]
S1	Total Points	✓	✓	[Pencil]
Q1	Total Points	✓	✓	[Pencil]
Q2	Total Points	✓	✓	[Pencil]
S2	Total Points	✓	✓	[Pencil]
Q3	Total Points	✓	✓	[Pencil]
Q4	Total Points	✓	✓	[Pencil]

Settings
Traditional
Grade
Calculations

Formula: Drop Low Scores

Calculate Overall Class Grade:

Term Weighting: Exact Value Earned

TYPE	ATTRIBUTE	WEIGHT	PERCENT
Term Weighting	Q1	1	50%
Term Weighting	Q2	1	50%

Formula: Drop Low Scores

Calculate Overall Class Grade:

Term Weighting: Exact Value Earned

TYPE	ATTRIBUTE	WEIGHT	PERCENT
Term Weighting	S1	1	50%
Term Weighting	S2	1	50%

Click gear icon right below your name on top right and use copy function to "copy within a class" from S1 to S2 and from Q1 to Q2, Q3, Q4. Then copy "to another class" and select the year term from and to and select all classes.

GRADING/CATEGORIES

ORDER	COLOR	CATEGORY NAME	CLASSES USING	ACTIVE	EDIT
		Classwork	All Classes (18-19)	✓	[Pencil]
		Project	All Classes (18-19)	✓	[Pencil]
		Quiz	All Classes (18-19)	✓	[Pencil]
		Test	All Classes (18-19)	✓	[Pencil]
		Homework	All Classes (18-19)	✓	[Pencil]

DISTRICT CREATED CATEGORIES:

The grade categories that are set up by the District have a school building icon. If you choose to use them, you will still need to set the assignment defaults.

CATEGORY SETUP (Name, Color, Classes)

If you want to remove the District categories from your list, click inactive bubble. You can also set categories for individual classes.

Category: Homework

Limit this category to these classes: All Classes (18-19)

Name*: Homework

Color:

Status: Active Inactive

ASSIGNMENT DEFAULTS SETUP (Score type)

Click on the Assignment Defaults tab, change score type to your preference. You can set point value (default is 10 points). Still have the option to change each time you post an assignment.

Category: Homework

Score Type: Points

Scoring: + Extra Points + Weight

Score Entry Points: 10

Publish Assignment: Immediately

Publish Scores:

Count in Final Grade:

VIEW ALL TAB

Complete list of all categories being used

COLOR	NAME	CLASSES USING	STATUS
	Classwork	All Classes (18-19)	✓
	Project	All Classes (18-19)	✓
	Quiz	All Classes (18-19)	✓
	Test	All Classes (18-19)	✓
	Homework	All Classes (18-19)	✓