

Lumen Instructor Suite - Your answers to: "WHAT DOES THIS BUTTON DO???"

Creates a Grade book Course Student Summary Report (pdf)

Calculate

Hide/Show all marking period final grades

Hide/Show Grades

Create a new classroom activity

Student ID Numbers

Assignment Weightings - options available are determined by bldg. admin.

Final Grade Calculations - District defined and building must be set before calculating

Personalize Grade Book viewing parameters

Lock grades - very important if overriding a grade.

Add Comments to print on report cards

Calculate final grades - EVERY time you change or add assignments. Don't forget to SAVE!

This arrow describes the details of the assignment. Assignment status is important and can be changed here. The box may display different shades of check marks or a calculator with a red line (this means the assignment has been dropped from final grade calculations) depending on the assignment status options you chose for the activity. You can change the status by clicking the arrow, saving and recalculating.

Insert resource materials - click add new, name and upload your file

Rapid Student Entry using Student Names

Assign the same grade to all students for the activity

Rapid Entry using Student ID Numbers

Grade Type - Click on a blank box to get options. Options are set by administrators and usually include items such as drop grade, late assignment, etc.

Grades

A	96%...100%	- A
A-	90%...95%	- A-
B+	87%...89%	- B+
B	84%...86%	- B
B-	81%...83%	- B-
C+	77%...80%	- C+
C	73%...76%	- C
C-	69%...72%	- C-
D+	66%...68%	- D+
D	63%...65%	- D
D-	60%...62%	- D-
F	0%...59%	- F
INC	0%...59%	- INC
P	0%...59%	- P

Activity Weighting

- A - 100% (AR)
- BM - 100% (Benchmark)
- DW - 100% (Daily Work)
- HW - 100% (Homework)
- L - 100% (Labs)
- P - 100% (Participation)
- Q - 100% (Quiz)
- UT - 100% (Unit Test)

To set or change Grade Type - just click on it.