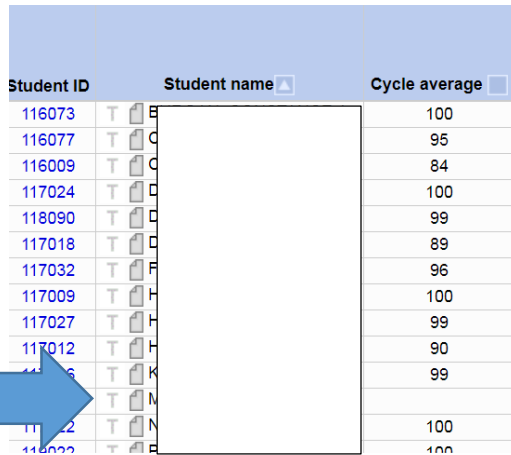


How to enter a Transfer Grade for the Current 9 Weeks Only (PEIMS clerk will enter completed 9 Week Grades)

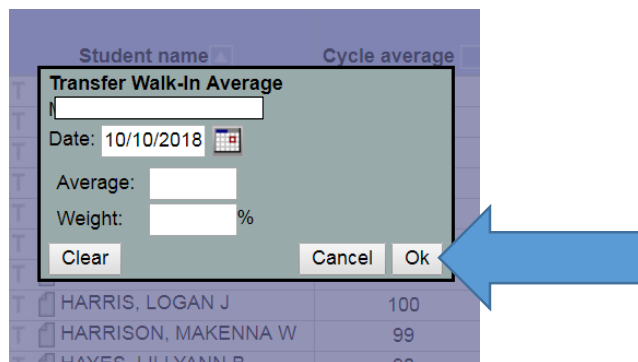
In Gradebook

Click Grades>Assignment Grades



Student ID	Student name	Cycle average
116073	T [icon]	100
116077	T [icon]	95
116009	T [icon]	84
117024	T [icon]	100
118090	T [icon]	99
117018	T [icon]	89
117032	T [icon]	96
117009	T [icon]	100
117027	T [icon]	99
117012	T [icon]	90
117015	T [icon]	99
117012	T [icon]	100
118022	T [icon]	100

Click the "T" next to the new student's name



Student name [dropdown] Cycle average [input]

Transfer Walk-In Average

[input]

Date: 10/10/2018 [calendar icon]

Average: [input]

Weight: [input] %

Clear Cancel Ok

Date is the Entry Date student enrolled in SRISD

(supplied by Counselor on grade sheet)

Average is the Average from the previous school

(supplied by Counselor on grade sheet)

Weight is the % of grade (beside entry date on top of page)

(supplied by Counselor on grade sheet)

Click OK when all information has been entered