



# CHECK FINAL GRADE CALCULATIONS

Throughout the grading period – particularly before grade checks and parent-teacher conferences – you should double-check your final grade calculations to be sure that the system is calculating the way you want it to. Follow these steps:

- Enter activities and individual grades regularly as they are assigned and turned in - see [Classroom Activity help sheets](#) for details about entering, editing and deleting activities, extra credit, and student online submissions
  - remember to Save and Calculate each time you enter grades
- **If you use Weighted Grades:**
  - check that the weighted grade **assignment types** and **percentages** are correct – see [Weighting Grades by Assignment Type](#) help sheet for setting up weighted grades
  - check that activities have been given the **correct assignment type**; this designation shows in both the Classroom Activity list and at the top of the individual activity column in the Gradebook

The screenshot shows the Lumen Software interface for Algebra 2 143.10 (CP: 1). The main window displays a gradebook with columns for Date, Day, Grade, and Points. A red oval highlights the 'Include in Final Grade Calculation' checkbox in the 'Grade' column for several rows. To the right, a 'Classroom Activity Information' pop-up window is open, showing details for a 'Daily Work' activity. The 'Assignment Type' is 'Daily Work' and the 'Assignment Status' is 'Assignment is included in Final Grade Calculation'.

Week View	Month View	Course Website Information	Grade	Points	Weighted Points	Weighted Grade	Include in Final Grade Calculation
09-03-2010	9	Mo	Daily Work	100	100	100	<input checked="" type="checkbox"/>
08-31-2010	10	Tu	Daily Work	90	90	90	<input checked="" type="checkbox"/>
09-01-2010	11	Wn	Daily Work	98	98	98	<input checked="" type="checkbox"/>
09-02-2010	12	Th	Daily Work	80	80	80	<input checked="" type="checkbox"/>
09-03-2010	13	Fr	Test	80	80	80	<input checked="" type="checkbox"/>
09-04-2010	13	Fr	Daily Work	80	80	80	<input checked="" type="checkbox"/>
09-05-2010	13	Fr	Participation	98	98	98	<input checked="" type="checkbox"/>
09-06-2010	13	Mo	Lesson Plan	95	95	95	<input checked="" type="checkbox"/>
09-07-2010	14	Tu	Daily Work	100	100	100	<input checked="" type="checkbox"/>
09-08-2010	15	Wn	Daily Work	100	100	100	<input checked="" type="checkbox"/>
09-09-2010	16	Th	Daily Work	100	100	100	<input checked="" type="checkbox"/>
09-10-2010	17	Fr	Daily Work	100	100	100	<input checked="" type="checkbox"/>
09-11-2010	17	Fr	Participation	100	100	100	<input checked="" type="checkbox"/>
09-12-2010	17	Fr	Daily Work	100	100	100	<input checked="" type="checkbox"/>
09-13-2010	18	Mo	Daily Work	100	100	100	<input checked="" type="checkbox"/>

- **Whether you use Weighted Grades or Total Points:**
  - Activities must be marked Include in the Final Grade Calculation; this designation shows in both the Classroom Activity list and at the top of the individual activity column in the Gradebook
    - after making changes in the Gradebook, be sure to Save and Calculate

The screenshot shows the Lumen Software interface for Book (09-17-2010). The main window displays a gradebook with columns for Date, Day, Grade, and Points. A red oval highlights the 'Include in Final Grade Calculation' checkbox in the 'Grade' column for several rows. To the right, a 'Classroom Activity Information' pop-up window is open, showing details for a 'Journal' activity. The 'Assignment Type' is 'Journal' and the 'Assignment Status' is 'Assignment is NOT included in Final Grade Calculation'.

Week View	Month View	Course Website Information	Grade	Points	Weighted Points	Weighted Grade	Include in Final Grade Calculation
08-30-2010	9	Mo	Journal	0	0	0	<input checked="" type="checkbox"/>
08-31-2010	10	Tu	Daily Work	5	5	5	<input checked="" type="checkbox"/>
09-01-2010	11	Wn	Daily Work	0	0	0	<input checked="" type="checkbox"/>
09-02-2010	12	Th	Daily Work	5	5	5	<input checked="" type="checkbox"/>
09-03-2010	13	Fr	Daily Work	0	0	0	<input checked="" type="checkbox"/>
09-04-2010	13	Fr	Daily Work	0	0	0	<input checked="" type="checkbox"/>
09-05-2010	13	Fr	Daily Work	0	0	0	<input checked="" type="checkbox"/>
09-06-2010	13	Mo	Daily Work	0	0	0	<input checked="" type="checkbox"/>
09-07-2010	14	Tu	Daily Work	0	0	0	<input checked="" type="checkbox"/>
09-08-2010	15	Wn	Daily Work	5	5	5	<input checked="" type="checkbox"/>
09-09-2010	16	Th	Daily Work	0	0	0	<input checked="" type="checkbox"/>
09-10-2010	17	Fr	Daily Work	0	0	0	<input checked="" type="checkbox"/>
09-11-2010	17	Fr	Daily Work	0	0	0	<input checked="" type="checkbox"/>
09-12-2010	17	Fr	Daily Work	0	0	0	<input checked="" type="checkbox"/>
09-13-2010	18	Mo	Daily Work	0	0	0	<input checked="" type="checkbox"/>
09-14-2010	19	Tu	Journal	0	0	0	<input checked="" type="checkbox"/>
09-15-2010	20	Wn	Test	100	100	100	<input checked="" type="checkbox"/>
09-16-2010	21	Th	Daily Work	0	0	0	<input checked="" type="checkbox"/>
09-17-2010	22	Fr	Daily Work	0	0	0	<input checked="" type="checkbox"/>

- If an individual student's grade does not seem accurate, there are a couple of things to check:

- make sure the **Grade Type** for each assignment is correct; for example, if a student turned in an assignment late that you had marked as Not Handed In, you must change the Grade Type or the assignment will still count as 0.

- see the [Grade Types help sheet](#) for a full explanation of each grade type

Grade Types	
1	- Turned in Late (90% of grade entered)
2	- Turned in Late (75% of grade entered)
3	- Turned in Late (60% of grade entered)
a	- Absent (Turned in Late)
A	- Absent (excused until turned in)
D	- Drop (not included in final grade)
E	- Excused (not included in final grade)
I	- Incomplete (excused until turned in)
N	- Not Handed In (counts as 0%)
T	- Turned in Late
U	- Unexcused Absence (mandatory 0 for assignment)
L	- Lowest Grade Dropped by System ( <i>system</i> )
M	- Move In Grade ( <i>system</i> )

Friday 09-10-2010		GT	GR
Ch. 1 Test			
13	A		
15	T	B	
12		D+	
11	U	D-	
14		C+	
14		C+	
11		D-	

- you can check the actual calculation of individual students' grades by clicking the calculator icon next to the Final Grades column in the Gradebook

- if you use weighted grades, the points earned, points possible and category weight are shown
  - if you use total points, you'll only see points possible and points earned
  - seeing the breakdown of the grade calculation may help you determine if an assignment grade has been left out or given the wrong assignment type
  - NOTE: when using weighted grades, a category with no assignment grades yet may make the final grade seem unreasonable; once there is a grade in each weighted category, the final grade should be accurate

#	Total	Earned	%	Grade	C
1	400	382	96	A	
2	400	291	74	C	
3	400	361	90	A-	
4	400	320	81	B-	

Final Grade Calculation		
Values	Formula	Calculation
Final Grade Calculation Values 0.001		
Total: 12		
#	Formula Variable Name	Formula Variable Value
1	q1.homework_pts_earned	86
2	q1.homework_pts_possible	100
3	q1.homework_weight	25
4	q1.participation_pts_earned	100
5	q1.participation_pts_possible	100
6	q1.participation_weight	10
7	q1.quiz_pts_earned	105
8	q1.quiz_pts_possible	200
9	q1.quiz_weight	25
10	q1.test_pts_earned	0
11	q1.test_pts_possible	0
12	q1.test_weight	0