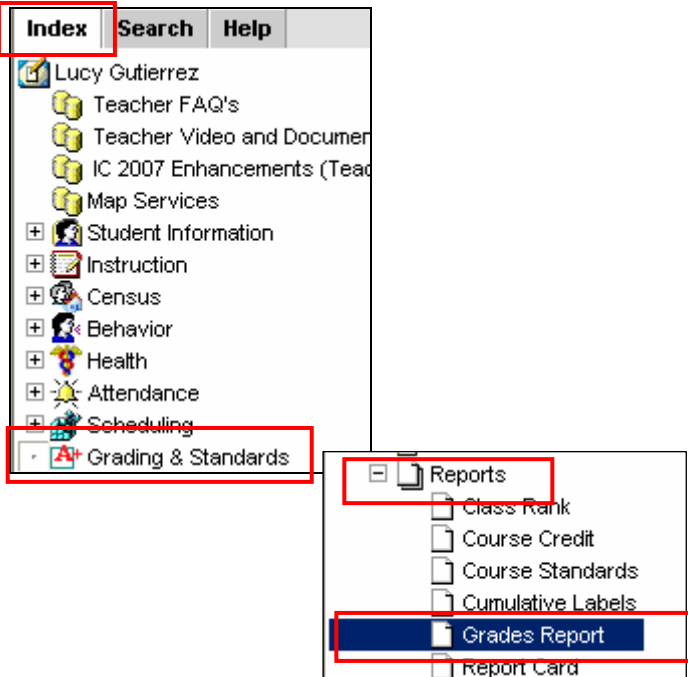
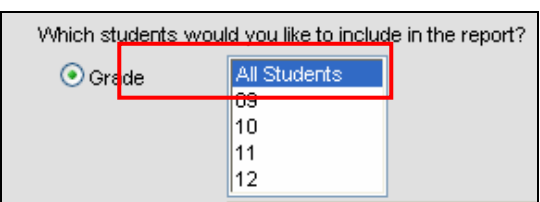


Overview

Denver Public Schools is aligning all of their curricula with the educational standards established by the State of Colorado for each grade level. This standard is the expectation set by the State of Colorado and does not vary from school to school. Therefore, ALL children have the same expectation no matter what school they attend. The student’s performance is measured against the "standard," rather than simply being compared to other students in his or her class.

Process

- Students will be scheduled into core classes as well as elective classes.
- Teachers will keep a “Body of Evidence” for each student for each class. It is recommended that all elementary school teachers enter the “Body of Evidence” into Infinite Campus.
- At the end of each Trimester every teacher will enter a mark into Infinite Campus for each standard for each class.
- Secretaries will run a **Missing Marks report** to ensure that all marks have been entered.

<p style="background-color: yellow; margin: 0;">Locating the Missing Marks Report</p> 	<ol style="list-style-type: none"> 1. Index → Grading & Standards → Reports. 2. Select Grades Report.
<p style="background-color: yellow; margin: 0;">Grades Batch Report Screen</p> 	<p style="text-decoration: underline; margin: 0;">Which Students would you like to include in the report?</p> <ol style="list-style-type: none"> 1. Select All students.

Grades Report – Missing Marks

<div style="border: 1px solid gray; padding: 5px; margin-bottom: 5px;"> Grading Terms <input type="checkbox"/> T1 <input type="checkbox"/> T2 <input type="checkbox"/> T3 </div> <div style="border: 1px solid gray; padding: 5px;"> Select Teachers <div style="border: 1px solid gray; padding: 2px; margin-top: 5px;"> All <ul style="list-style-type: none"> Abraham, Denise Ahstrand, Melissa Ahnen, Gina Aldrich, Rachel Alieva, Auganista K Allen-Hatcher, Elizabeth Aubert, Kathleen </div> </div>	<p><u>Select Grading Terms</u></p> <ol style="list-style-type: none"> Select T1, T2 or T3. <p><u>Select Teachers</u></p> <ol style="list-style-type: none"> Select All Teachers. 																																																							
<div style="border: 1px solid gray; padding: 5px; margin-bottom: 5px;"> Group By <input type="radio"/> Student <input checked="" type="radio"/> Teacher <input type="radio"/> Course </div> <div style="border: 1px solid gray; padding: 5px;"> Select Grading Tasks <div style="border: 1px solid gray; padding: 2px; margin-top: 5px;"> All <ul style="list-style-type: none"> 00 ELD/SLD Effort 00 Mathematics Effort 00 Reading Effort 00 Science Effort </div> </div>	<p><u>Group By</u></p> <ol style="list-style-type: none"> Select Teacher. <p><u>Grading Tasks</u></p> <ol style="list-style-type: none"> Select All 																																																							
<div style="border: 1px solid gray; padding: 5px;"> <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="border: 1px solid gray; padding: 2px 10px; border-radius: 5px;">Generate Report</div> <div style="border: 1px solid red; padding: 2px 10px; border-radius: 5px; color: blue; text-decoration: underline;">Show available grading scores</div> </div> </div>	<ol style="list-style-type: none"> Select Show available grading scores. 																																																							
<div style="border: 1px solid gray; padding: 5px;"> Select grades to appear in report (All and Missing will override other check Boxes) <table style="width: 100%; border-collapse: collapse; margin-top: 5px;"> <tr> <td><input checked="" type="checkbox"/> All</td> <td><input checked="" type="checkbox"/> Missing</td> <td><input checked="" type="checkbox"/> 1</td> <td><input checked="" type="checkbox"/> 2</td> <td><input checked="" type="checkbox"/> 3</td> <td><input checked="" type="checkbox"/> 4</td> <td><input checked="" type="checkbox"/> A</td> <td><input checked="" type="checkbox"/> A+</td> <td><input checked="" type="checkbox"/> ABL</td> <td><input checked="" type="checkbox"/> Adv</td> <td><input checked="" type="checkbox"/> ATL</td> </tr> <tr> <td><input checked="" type="checkbox"/> B</td> <td><input checked="" type="checkbox"/> B+</td> <td><input checked="" type="checkbox"/> Beg</td> <td><input checked="" type="checkbox"/> BEL</td> <td><input checked="" type="checkbox"/> C</td> <td><input checked="" type="checkbox"/> C+</td> <td><input checked="" type="checkbox"/> D</td> <td><input checked="" type="checkbox"/> F</td> <td><input checked="" type="checkbox"/> I</td> <td></td> <td></td> </tr> <tr> <td><input checked="" type="checkbox"/> I1</td> <td><input checked="" type="checkbox"/> I2</td> <td><input checked="" type="checkbox"/> I3</td> <td><input checked="" type="checkbox"/> I4</td> <td><input checked="" type="checkbox"/> IA</td> <td><input checked="" type="checkbox"/> Int</td> <td><input checked="" type="checkbox"/> IP</td> <td><input checked="" type="checkbox"/> IPP</td> <td><input checked="" type="checkbox"/> IU</td> <td></td> <td></td> </tr> <tr> <td><input checked="" type="checkbox"/> M1</td> <td><input checked="" type="checkbox"/> M2</td> <td><input checked="" type="checkbox"/> M3</td> <td><input checked="" type="checkbox"/> M4</td> <td><input checked="" type="checkbox"/> MA</td> <td><input checked="" type="checkbox"/> MP</td> <td><input checked="" type="checkbox"/> MPP</td> <td><input checked="" type="checkbox"/> MU</td> <td><input checked="" type="checkbox"/> N/A</td> <td></td> <td></td> </tr> <tr> <td><input checked="" type="checkbox"/> NG</td> <td><input checked="" type="checkbox"/> P</td> <td><input checked="" type="checkbox"/> PP</td> <td><input checked="" type="checkbox"/> S</td> <td><input checked="" type="checkbox"/> U</td> <td><input checked="" type="checkbox"/> VF</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table> </div>	<input checked="" type="checkbox"/> All	<input checked="" type="checkbox"/> Missing	<input checked="" type="checkbox"/> 1	<input checked="" type="checkbox"/> 2	<input checked="" type="checkbox"/> 3	<input checked="" type="checkbox"/> 4	<input checked="" type="checkbox"/> A	<input checked="" type="checkbox"/> A+	<input checked="" type="checkbox"/> ABL	<input checked="" type="checkbox"/> Adv	<input checked="" type="checkbox"/> ATL	<input checked="" type="checkbox"/> B	<input checked="" type="checkbox"/> B+	<input checked="" type="checkbox"/> Beg	<input checked="" type="checkbox"/> BEL	<input checked="" type="checkbox"/> C	<input checked="" type="checkbox"/> C+	<input checked="" type="checkbox"/> D	<input checked="" type="checkbox"/> F	<input checked="" type="checkbox"/> I			<input checked="" type="checkbox"/> I1	<input checked="" type="checkbox"/> I2	<input checked="" type="checkbox"/> I3	<input checked="" type="checkbox"/> I4	<input checked="" type="checkbox"/> IA	<input checked="" type="checkbox"/> Int	<input checked="" type="checkbox"/> IP	<input checked="" type="checkbox"/> IPP	<input checked="" type="checkbox"/> IU			<input checked="" type="checkbox"/> M1	<input checked="" type="checkbox"/> M2	<input checked="" type="checkbox"/> M3	<input checked="" type="checkbox"/> M4	<input checked="" type="checkbox"/> MA	<input checked="" type="checkbox"/> MP	<input checked="" type="checkbox"/> MPP	<input checked="" type="checkbox"/> MU	<input checked="" type="checkbox"/> N/A			<input checked="" type="checkbox"/> NG	<input checked="" type="checkbox"/> P	<input checked="" type="checkbox"/> PP	<input checked="" type="checkbox"/> S	<input checked="" type="checkbox"/> U	<input checked="" type="checkbox"/> VF						<ol style="list-style-type: none"> Select All to deselect. (will uncheck all boxes) Select Missing. (will check the Missing box)
<input checked="" type="checkbox"/> All	<input checked="" type="checkbox"/> Missing	<input checked="" type="checkbox"/> 1	<input checked="" type="checkbox"/> 2	<input checked="" type="checkbox"/> 3	<input checked="" type="checkbox"/> 4	<input checked="" type="checkbox"/> A	<input checked="" type="checkbox"/> A+	<input checked="" type="checkbox"/> ABL	<input checked="" type="checkbox"/> Adv	<input checked="" type="checkbox"/> ATL																																														
<input checked="" type="checkbox"/> B	<input checked="" type="checkbox"/> B+	<input checked="" type="checkbox"/> Beg	<input checked="" type="checkbox"/> BEL	<input checked="" type="checkbox"/> C	<input checked="" type="checkbox"/> C+	<input checked="" type="checkbox"/> D	<input checked="" type="checkbox"/> F	<input checked="" type="checkbox"/> I																																																
<input checked="" type="checkbox"/> I1	<input checked="" type="checkbox"/> I2	<input checked="" type="checkbox"/> I3	<input checked="" type="checkbox"/> I4	<input checked="" type="checkbox"/> IA	<input checked="" type="checkbox"/> Int	<input checked="" type="checkbox"/> IP	<input checked="" type="checkbox"/> IPP	<input checked="" type="checkbox"/> IU																																																
<input checked="" type="checkbox"/> M1	<input checked="" type="checkbox"/> M2	<input checked="" type="checkbox"/> M3	<input checked="" type="checkbox"/> M4	<input checked="" type="checkbox"/> MA	<input checked="" type="checkbox"/> MP	<input checked="" type="checkbox"/> MPP	<input checked="" type="checkbox"/> MU	<input checked="" type="checkbox"/> N/A																																																
<input checked="" type="checkbox"/> NG	<input checked="" type="checkbox"/> P	<input checked="" type="checkbox"/> PP	<input checked="" type="checkbox"/> S	<input checked="" type="checkbox"/> U	<input checked="" type="checkbox"/> VF																																																			
<div style="border: 1px solid gray; padding: 5px; text-align: center; margin-top: 10px;"> <div style="border: 1px solid gray; padding: 2px 10px; border-radius: 5px; width: 80px; margin: 0 auto;">Generate Report</div> </div>	<ol style="list-style-type: none"> Select Generate Report. 																																																							

Note: This report will print one report per class, per teacher. Teachers can run their own Grades report to show missing marks.

- If missing grades are reflected, give the report back to the teacher.
- Each teacher will be responsible for **completing the missing grades** for their students.
- You may run the report multiple times before the grading window is closed.