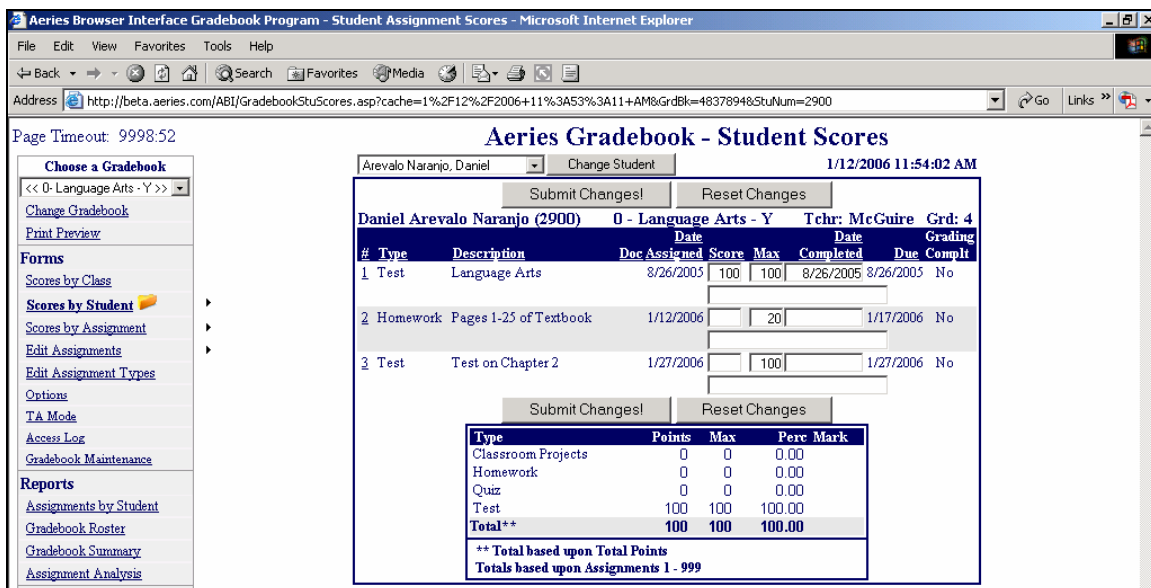


Aeries Browser Interface – Gradebook Elementary 2/27/2006

Aeries Gradebook will allow teachers to setup all class assignments for their classes. The teacher can then enter scores received by the student for these assignments.

The program will calculate the percentage of the maximum score that the student received. This will help determine the grade the student should receive in the class.



Page Timeout: 9998.52

Aeries Gradebook - Student Scores

Arevalo Naranjo, Daniel Change Student 1/12/2006 11:54:02 AM

Submit Changes! Reset Changes

Daniel Arevalo Naranjo (2900) 0 - Language Arts - Y Tchr: McGuire Grd: 4

#	Type	Description	Date	Doc Assigned	Score	Max	Completed	Due	Grading
1	Test	Language Arts	8/26/2005	100	100	100	8/26/2005	8/26/2005	No
2	Homework	Pages 1-25 of Textbook	1/12/2006		20		1/17/2006		No
3	Test	Test on Chapter 2	1/27/2006		100		1/27/2006		No

Submit Changes! Reset Changes

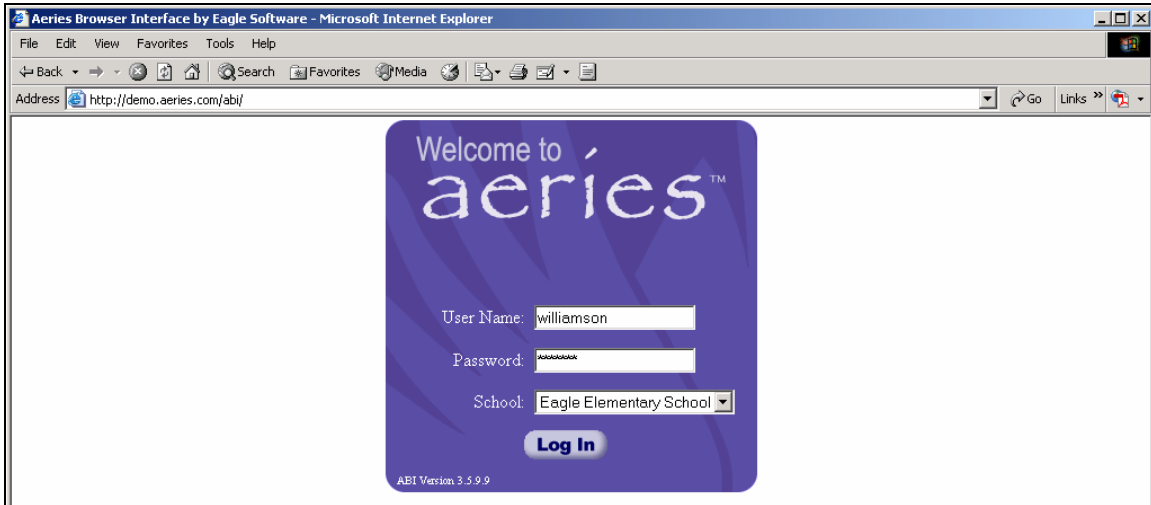
Type	Points	Max	Perc Mark
Classroom Projects	0	0	0.00
Homework	0	0	0.00
Quiz	0	0	0.00
Test	100	100	100.00
Total**	100	100	100.00

** Total based upon Total Points
Totals based upon Assignments 1 - 999

It is important that the following steps are performed in the order below for the gradebook to function properly:

- Setup Standards Based Grades within Aeries
- Add students to Gradebook
- Link Gradebooks
- Add Assignment Types
- Add Assignments
- Enter scores for students using one of the three different Methods – by assignment, student or class

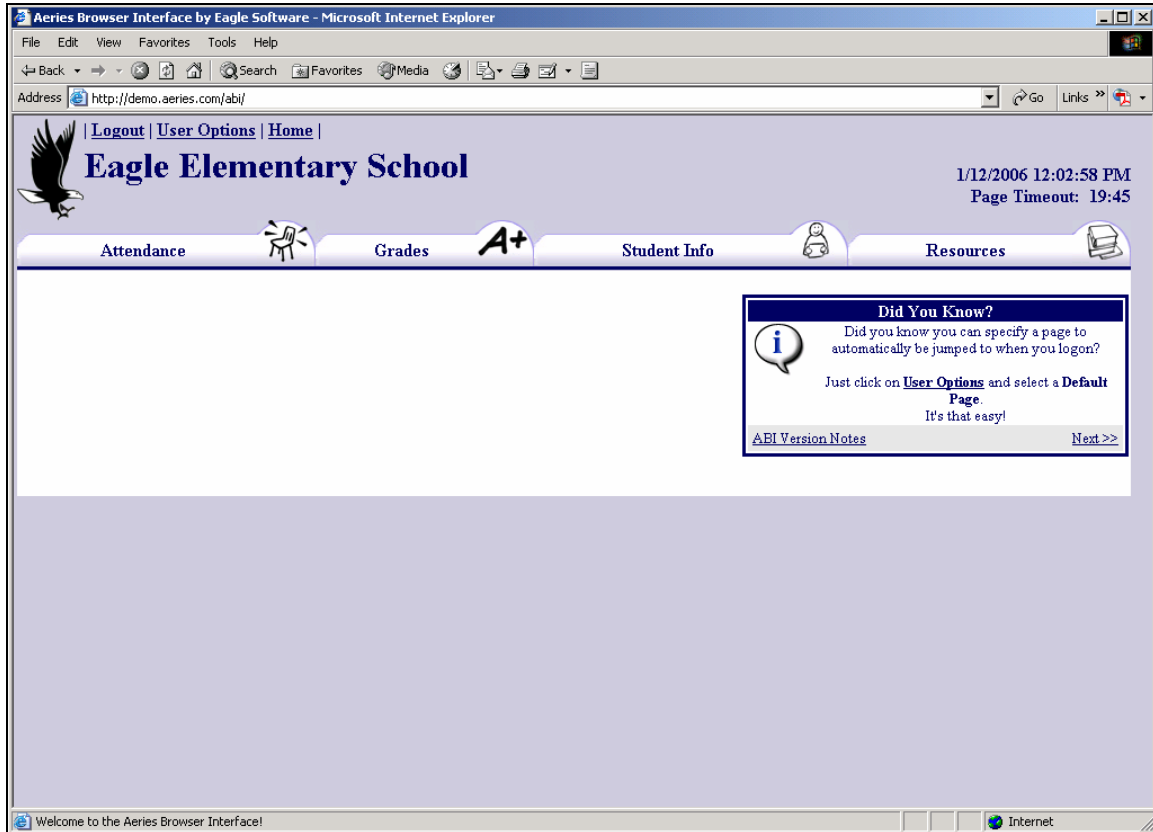
ABI ACCESS The **Aeries™ Browser Interface** or **ABI** can be setup and accessed from any PC that has access to the Internet. The user **must** be setup by the **System Administrator** at the school district in order to have access to the files.



To access **ABI**, type the name of the user into the **User Name** field and press **Tab**. Type the password that has been assigned in the **Password** field.

Click the mouse on the **drop down** arrow to the right of the **School** field and click the mouse on the school selected. Click the mouse on the **Log In** button.

The following selection screen will display with the name of the school displayed at the top. Only the options that are available to the user will display and these options are setup by the **System Administrator**.



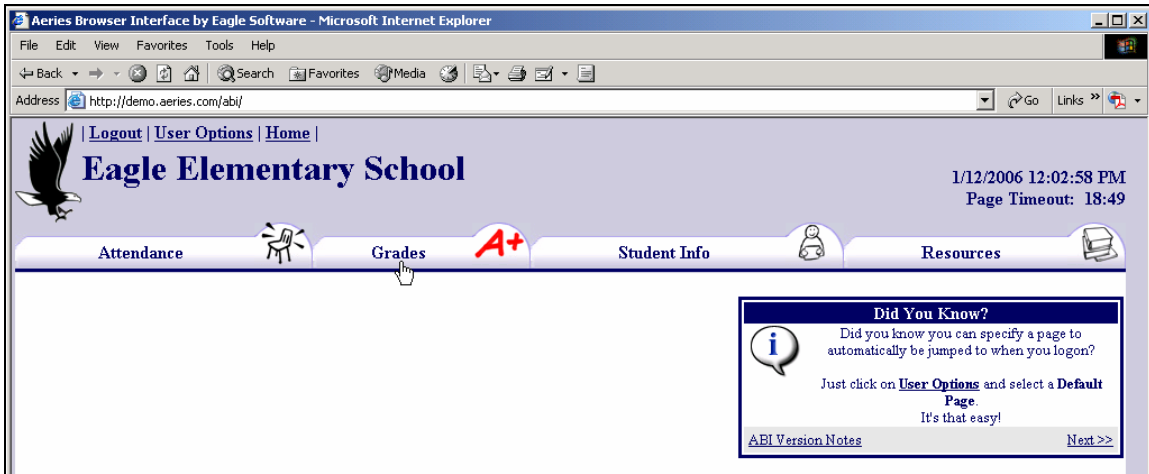
ABI SECURITY

To prevent invalid access to **ABI** the program has a security system that will verify the user entry. If the user name or password has been entered incorrectly for the school selected the following **error message** will display in **red**.

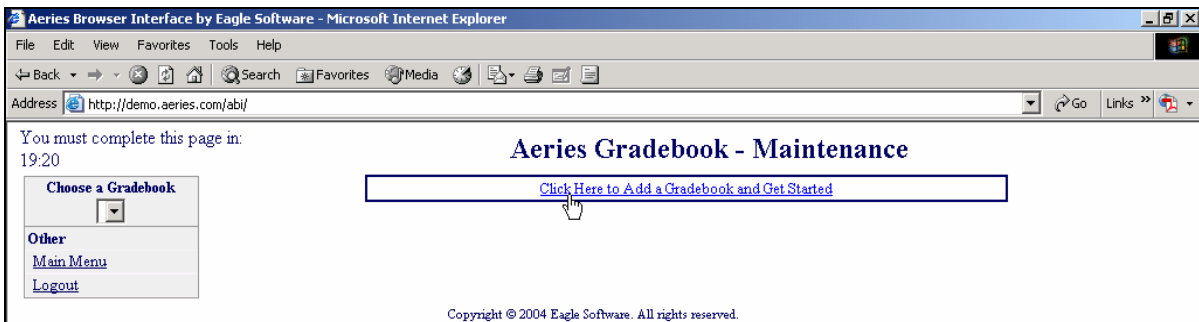
Re-enter the **User Name** and **Password** for the school selected. Click the mouse on **Log In**. If the message is redisplayed and access is not available the **System Administrator** will need to be contacted.

NEW GRADEBOOK

To access **Gradebook**, click the mouse on the **Grades** tab and then click the mouse on the **Gradebook** option.



If there are no existing gradebooks the following form will display without any gradebook listed. To create your first new gradebook, click the mouse on **Click Here to Add a Gradebook and Get Started**.



The following form will display to **Add a New Gradebook**. Type the gradebook information and click the mouse on the **Apply Changes** button.

New Gradebook

#	Pd	Description	Term
1156429	0	Language Arts	Y
Grade Range	Start Date	End Date	
2 - 2	08/22/2005	06/15/2006	
Comment			



NOTE:

It is vital that the Grade Range is entered correctly.

The following form will now display with the **New Gradebook** listed.

Aeries Gradebook - Maintenance

[Edit Gradebooks](#) | [Link Gradebooks](#) | [Enters/Leaves](#) | [Manage Students](#) | [Final Marks](#) | [Backups](#)

Pd	Name	Term	Grade Range	Start Date	End Date	Edit
0	Language Arts	Y	2	8/22/2005	6/15/2006	

[Add New](#)

To add additional **Gradebooks** click the mouse on **Add New** button and add all gradebooks that will be utilized. When complete, the form will display all **Gradebooks** added.

EDIT GRADEBOOK

To edit an existing **Gradebook**, click the mouse on the **Edit** icon to the right of the **Gradebook**.

Pd	Name	Term	Grade Range	Start Date	End Date	Edit
0	Language Arts	Y	0 - 4	8/22/2005	6/14/2006	
0	Reading	Y	0 - 4	8/22/2005	6/14/2006	
1	Math	Y	0 - 4	8/22/2005	6/14/2006	
1	Vocabulary	Y	0 - 4	8/22/2005	6/14/2006	

The following form will display with the gradebook selected. Make any changes to the Gradebook and click the mouse on the **Apply Changes** button.

#	Pd	Description	Term
4837894	0	Reading	Y

Grade Range	Start Date	End Date
0 - 4	8/22/2005	6/14/2006

Apply Changes Reset Delete Cancel

ADD STUDENTS TO GRADEBOOKS

From the **Gradebook Maintenance** the **Enters/Leaves** tab will display gradebooks that have students pending addition into those gradebooks. It will also display the gradebooks that have students that need to be dropped.

Aeries Browser Interface Gradebook Program - Gradebook Maintenance - Microsoft Internet Explorer

Address: http://beta.aeries.com/ABI/GradebookMaintenance.asp?cache=1%2F12%2F2006+12%3A29%3A55+PM&obj=stu&cmd=

Page Timeout: 9998.50

Aeries Gradebook - Maintenance

Choose a Gradebook: 0 - Reading - Y

Enters/Leaves

Students have left from these Gradebooks	
#	Gradebook
0	0 - Language Arts - Y
1	0 - Reading - Y
1	1 - Writing - Y

Students need to be added to these Gradebooks	
#	Gradebook
30	1 - Language Arts - Y

All students to be utilized in the gradebook must be added but can be added at any time. Click the mouse on **Gradebook Maintenance** on the left hand side of the form.

Click the mouse on the **Enters/Leaves** option. Click the mouse on the gradebook to **Add** students to that gradebook.

Aeries Browser Interface Gradebook Program - Gradebook Maintenance - Microsoft Internet Explorer

Address: http://beta.aeries.com/ABI/GradebookMaintenance.asp?cache=1%2F12%2F2006+12%3A29%3A55+PM&obj=stu&cmd=

Page Timeout: 9998.50

Aeries Gradebook - Maintenance

Choose a Gradebook: 0 - Reading - Y

Enters/Leaves

Students have left from these Gradebooks	
#	Gradebook
0	0 - Language Arts - Y
1	0 - Reading - Y
1	1 - Writing - Y

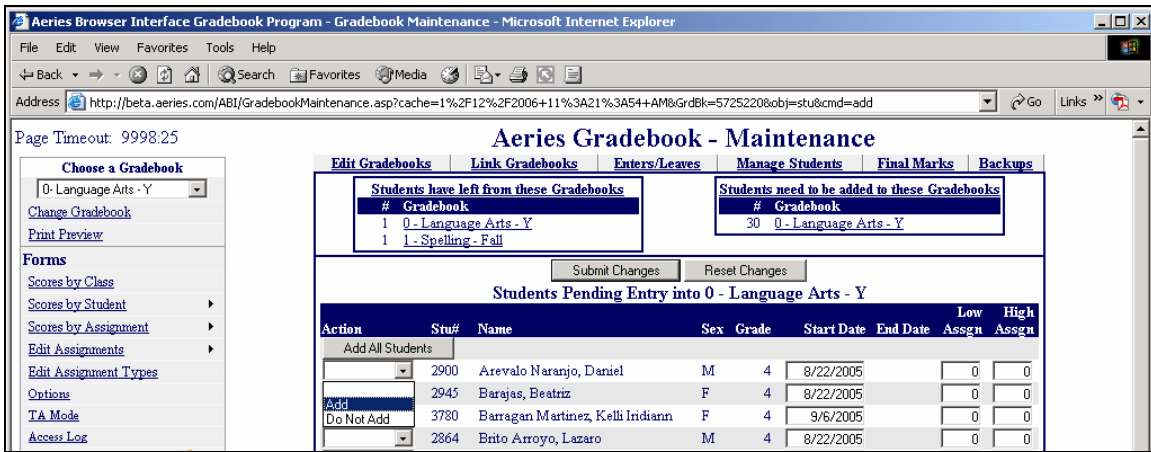
Students need to be added to these Gradebooks	
#	Gradebook
30	1 - Language Arts - Y



NOTE:

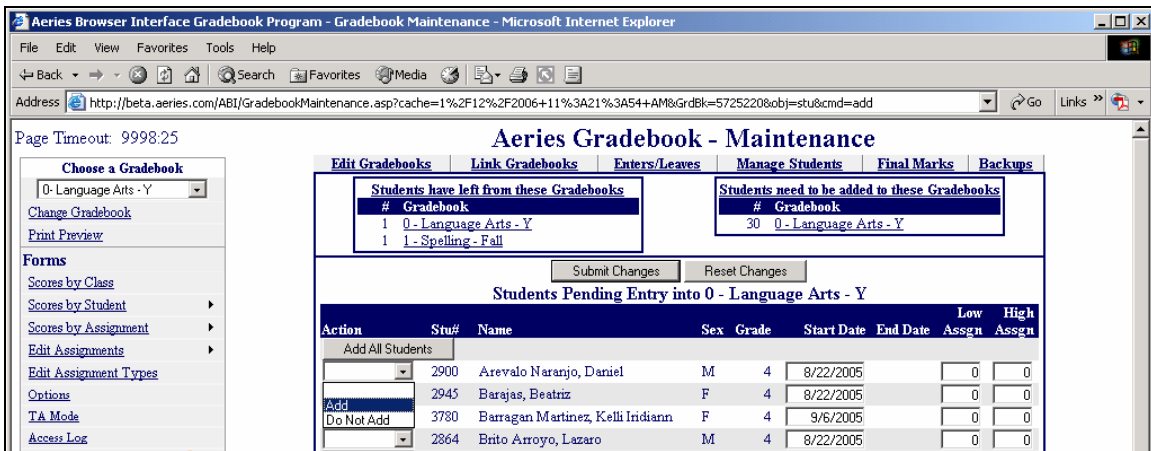
Students cannot be imported into Gradebook until school starts due to schedule changes.

Students **Pending Entry** will display for the gradebook selected. On the left hand side of the form an **Action** field will display.



Below the **Action** heading the **Add All Students** button displays. To add ALL students listed to the gradebook click the mouse on the **Add All Students** button.

To select individual students click the mouse on the **Drop Down** to the left of the **Stu#** and two options display, which are **Add** or **Do Not Add**.

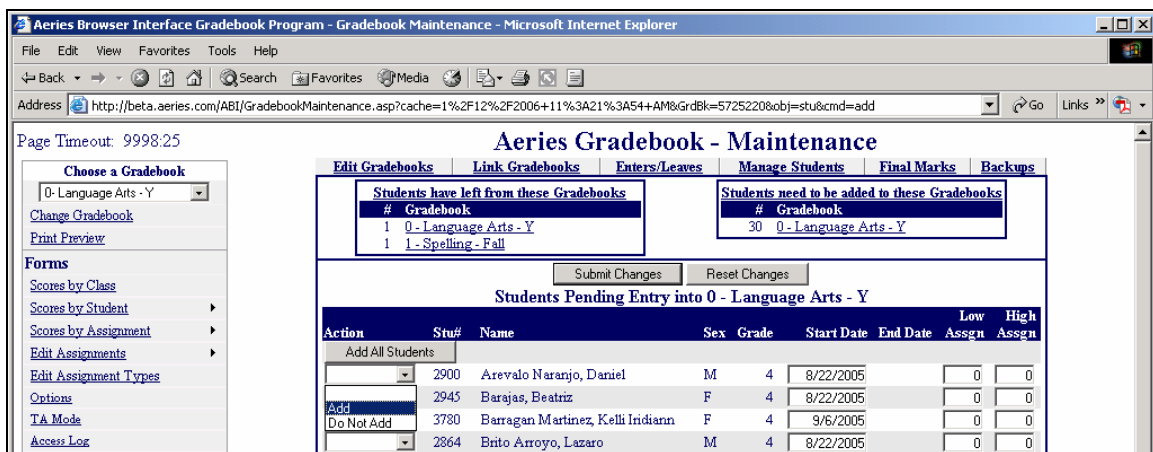


To **Add** a student either type **A** in the Action field next to the student or click the mouse on **Add** from the drop down. The students start date will automatically display and should not be updated.

To the far right of the form two fields display, **Low Assgn** and **High Assgn**. These fields are used to determine the assignments a student is accountable for if they are added to a class or leaving a class. If a student is responsible for all assignments leave these two fields at zero.

If a student is added to the class on a later date they should not be responsible for previous assignments. So the **Low Assgn** and **High Assgn** fields would be adjusted to display the range of assignments this student will be responsible for.

A 0 (zero) in the **High Assgn** field indicates that the student is responsible for every assignment higher than the **Low Assgn**. It is not necessary to enter a very high value in the **High Assgn** field to make sure a student is held responsible for all assignments given in a class.



When complete click the mouse on the **Submit Changes** button. This procedure must be performed for all gradebooks.

LINK GRADEBOOKS

The **Link Gradebooks** option will allow users to create a group of gradebooks. This will allow changes to be made to **Assignments, Assignment Types, and Gradebook Options**, which will update all gradebooks in the group.

From **Gradebook Maintenance** click the mouse on the **Link Gradebooks** button. The following form will display with all gradebooks entered. On the left side of the form the field **Grp** (Group) will display with zeros in the field. The **Ungrouped** heading indicates the gradebooks that are not grouped with any other gradebook.

The screenshot shows the 'Aeries Gradebook - Maintenance' interface. On the left is a sidebar with navigation options like 'Choose a Gradebook', 'Forms', and 'Options'. The main content area has tabs for 'Edit Gradebooks', 'Link Gradebooks', 'Enters/Leaves', 'Manage Students', 'Final Marks', and 'Backups'. Below the tabs is a table of gradebooks for 'McGuire'. The table has columns for 'Grp', 'Pd', 'Name', 'Term', 'Grade Range', 'Start Date', and 'End Date'. The 'Grp' column for all rows is set to '0', and the heading 'Ungrouped' is displayed above the table. A red warning message states: '* Linking gradebooks together will cause all Assignment and Assignment Type changes to apply to all gradebooks in a group. This means that if you change or add an assignment or assignment type, that change or add will apply to ALL gradebooks that are linked together!' At the bottom of the table are 'Apply Changes' and 'Reset' buttons.

Grp	Pd	Name	Term	Grade Range	Start Date	End Date
Ungrouped						
0	0	Language Arts	Y	0 - 4	8/22/2005	6/14/2006
0	0	Language Arts	Y	0 - 4	8/22/2005	6/14/2006
0	0	Reading	Y	0 - 4	8/22/2005	6/14/2006
0	1	Language Arts	Y	0 - 4	8/22/2005	6/14/2006
0	1	Math	Y	0 - 4	8/22/2005	6/14/2006
0	1	Vocabulary	Y	0 - 4	8/22/2005	6/14/2006
0	1	Writing	Y	0 - 4	8/22/2005	6/14/2006

To **Link Gradebooks** enter the same number in the **Grp** field. For example, all gradebooks listed below with **1** entered in the **Grp** field will be linked. Linking gradebooks together will cause all **Assignment, Assignment Type, and Gradebook Option** changes to apply to all gradebooks in a group.

This screenshot is similar to the previous one but shows the 'Grp' field for the last four gradebooks (Language Arts, Math, Vocabulary, and Writing) set to '1'. A new heading 'Group 1' is displayed above these four rows, indicating they are now linked together. The red warning message remains the same. The 'Apply Changes' and 'Reset' buttons are still present at the bottom of the table.

Grp	Pd	Name	Term	Grade Range	Start Date	End Date
Ungrouped						
0	0	Language Arts	Y	0 - 4	8/22/2005	6/14/2006
0	0	Language Arts	Y	0 - 4	8/22/2005	6/14/2006
0	0	Reading	Y	0 - 4	8/22/2005	6/14/2006
Group 1						
1	1	Language Arts	Y	0 - 4	8/22/2005	6/14/2006
1	1	Math	Y	0 - 4	8/22/2005	6/14/2006
1	1	Vocabulary	Y	0 - 4	8/22/2005	6/14/2006
1	1	Writing	Y	0 - 4	8/22/2005	6/14/2006

Linking gradebooks together will cause all **Assignment, Assignment Type, and Gradebook Option** changes to apply to all gradebooks in a group.

SETUP ASSIGNMENT TYPES

Prior to entering **Gradebook Assignments**, the assignment types **must** be configured. An assignment type contains a Code, Description and Percent of Grade that this assignment type/category will receive.

Choose a Gradebook on the left hand side of the form. Click the mouse on **Edit Assignment Types**.

The following screen will display for the **Gradebook** selected. To add an assignment type, click the mouse on the **Drop Down** arrow for the assignment **Codes**.

The assignment codes available are 0-9 and A-Z. Click the mouse on a code that has not already been utilized.

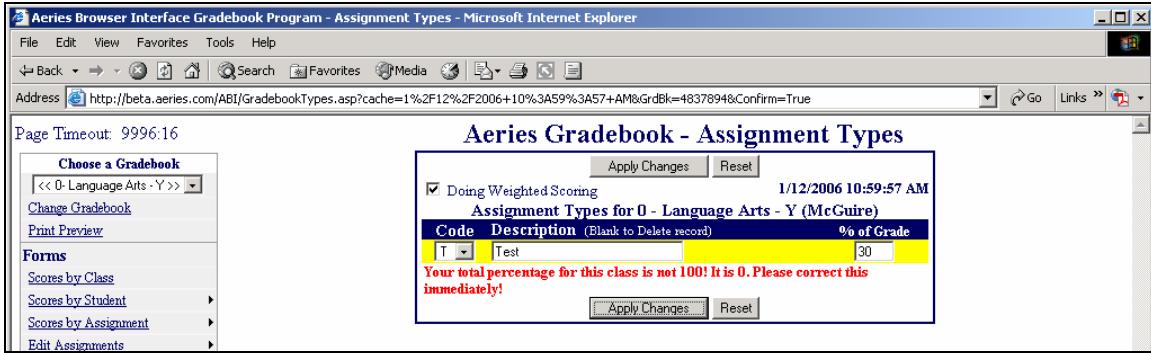


NOTE:

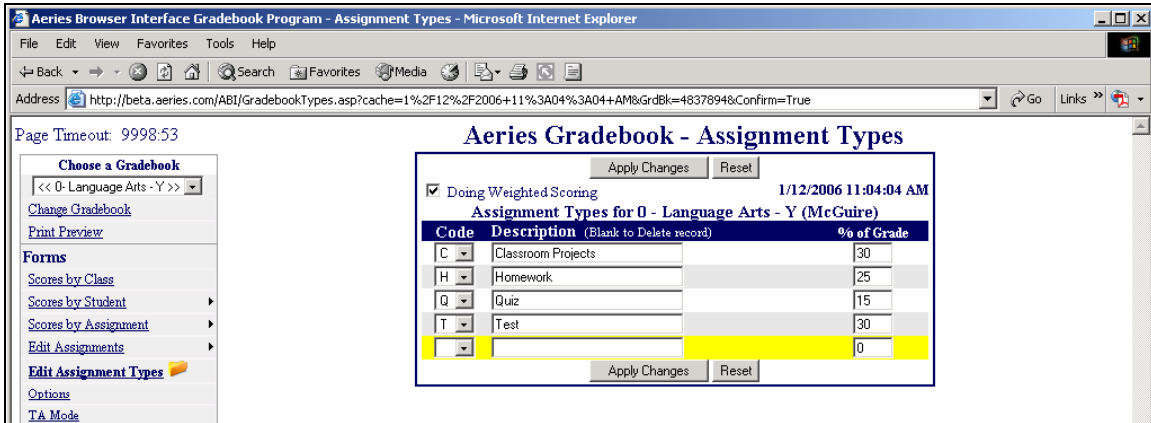
The assignment code utilized is irrelevant to the assignment and is the teacher's choice.

Type the description of the assignment type and the percent of the overall grade for this gradebook that this assignment type will receive. An example of a class assignment type is **Test**. Click the mouse on **Apply Changes**.

A message will display below the assignment types entered indicating **the assignment types total has NOT reached 100%** for the assignment types that have been setup. Add all assignment types.



After ALL assignment types have been entered and the % of Grade totals 100% the message will no longer display.



Changes can also be made to **Assignment types** after they are setup. Select the **Assignment Type** and re-enter the information to be changed. Click the mouse on the **Apply Changes** button.



NOTE:

Prior to clicking the mouse on **Apply Changes** the **RESET** button can be used to change the class assignment types back to their original value.

The **Doing Weighted Scoring** option will default to ON to calculate students' final grades by Weighted Assignment Type. To change this option click the mouse on the box and click the **Apply Changes** button.

Aeries Gradebook - Assignment Types

1/12/2006 11:04:04 AM

Doing Weighted Scoring

Assignment Types for 0 - Language Arts - Y (McGuire)

Code	Description (Blank to Delete record)	% of Grade
C	Classroom Projects	30
H	Homework	25
Q	Quiz	15
T	Test	30
		0

The message will no longer display after all assignment types have been entered and the **% of Grade** field total is equal to **100%** for the class assignment types setup.

Aeries Gradebook - Assignment Types

1/12/2006 2:02:55 PM

Doing Weighted Scoring

Assignment Types for 0 - Reading - Y (McGuire)

Code	Description (Blank to Delete record)
C	Classroom Projects
H	Homework
Q	Quiz
T	Test



NOTE:

If the weighted scoring is turned off the student's final grades will be based on total points. Also, the **% of Grade** column would no longer display.

ADD GRADEBOOK ASSIGNMENTS

Choose a **Gradebook** from the left side of the form. Click the mouse on **Edit Assignments**. If there are currently no assignments for this gradebook click the mouse on **Add New Assignments**.

Page Timeout: 19:53

Choose a Gradebook
1- Reading - Y

Change Gradebook
Print Preview

Forms
Scores by Class
Scores by Student
Scores by Assignment
Edit Assignments
Edit Assignment Types
Options

Aeries Gradebook - Maintenance

Edit Gradebooks Link Gradebooks Enters/Leaves Manage Students Final Marks Backups

Gradebooks for Haley

Pd	Name	Term	Grade Range	Start Date	End Date	Edit
1	Reading	Y	6	9/2/2005	6/25/2006	Edit

Add New

No Current Assignments
Add New Assignment



NOTE:

The system **WILL NOT** allow you to select **Edit Assignments** unless the **Assignment Types** have been setup.

The following form will display. Click the mouse on the **Drop Down** arrow for the **Type** field. The types of assignments that were previously setup in **Assignment Types** will display. Click the mouse on the **Type** of assignment being added.

New Assignment

#	Type	Description	Assigned	Due Date	Grading Cmpltd
2	Homework		1/12/2006	1/13/2006	

Comment

Progress Toward Standards

Add Reset Cancel

Next, enter the description of the assignment in the **Description** field.

The screenshot shows a web browser window titled "Edit Assignments - ABI Gradebook - Microsoft Internet Explorer". The main content is a form titled "New Assignment". The form has several sections:

- #**: A text input field containing the number "2".
- Type**: A dropdown menu with "Homework" selected.
- Description**: A text input field containing "Pages 1-25 of Textbook".
- Max Score**: A text input field containing "20".
- Date Assigned**: A date input field containing "1/12/2006".
- Due Date**: A date input field containing "1/17/2006".
- Grading Cmpltd**: A checkbox that is currently unchecked.
- Comment**: A large text area for entering additional information.
- Progress Toward Standards**: A dropdown menu with a list of standards. The selected item is "Reading Comprehension-Reads at grade level (1002)". Other visible items include "LANGUAGE ARTS (1000)", "READING (1001)", "Word Recognition and Vocabulary Development (1010)", "Other (1015)", "WRITING (1200)", "Content (1201)", "Skills (1205)", "Spelling (1210)", and "Penmanship (1215)".

Type the number of the maximum score that can be received in the **Max Score** field. Type the assignment date in the **Date Assigned** field and the date it will be due in the **Due Date** field.

To have the assignment count towards students' grades click the mouse on the **Grading Completed** field and a check mark will display.

Enter detail information of what is to be included in the assignment in the **Comments** field for parents or students to view.



NOTE:

If Grading Completed is not selected, assignments are not factored into a student's overall grade unless the Gradebook option of "Count Assignments Towards Final Grade Immediately After a Score is Entered" is turned ON. The Grading Completed checkbox can be selected later.

If the grade range for the current gradebook was properly populated, a list of valid standards for the current grade level will display in the **Progress Towards Standards** section. Teachers must add every standard and substandard that this assignment applies to. Populating this information is very important and will directly affect a student's Standards-based Report Card.

The following is an example of an **Assignment** setup for **Elementary** school that has **Standards Based Grades** setup within Aeries.

The screenshot shows a web browser window titled "Edit Assignments - ABI Gradebook - Microsoft Internet Explorer". The main content area is titled "New Assignment" and contains the following form elements:

- #**: 2
- Type**: Homework
- Description**: Pages 1-25 of Textbook
- Max Score**: 20
- Date Assigned**: 1/12/2006
- Due Date**: 1/17/2006
- Grading Cmpltd**:
- Comment**: (Empty text area)
- Progress Toward Standards**:
 - Reading Comprehension-Reads at grade level (1002)
 - (Empty dropdown)
 - (Empty dropdown)
 - (Empty dropdown)
 - (Empty dropdown)
- Buttons**: Add, Reset, Cancel



NOTE:

Parent Standards must also be populated if you wish an assignment to apply to that parent standard. Putting in the substandard will not automatically apply the assignment to the parent standard of that substandard.

SCORES BY CLASS

To enter or view scores for all assignments for the entire class, use the **Scores by Class** page.

Aeries Browser Interface Gradebook Program - All Assignment Scores by Class - Microsoft Internet Explorer

Address: http://beta.aeries.com/ABI/GradebookClassScores.asp?cache=1%2F27%2F2006+7%3A12%3A28+AM&GrdBk=4837894&LowNum=1&Confirm=True

Page Timeout: 9993.26

Aeries Gradebook - Class Scores

Page: 1 2 1/27/2006 7:12:30 AM

Submit Changes! Reset Changes

0 - Reading - Y

Student Name	Grd	1	2	3	4	5	6	7	8	9	10	11	Perc	Mfrs
Max Points: 100 20 20 10 100 5 10 20 100 5 5														
** Grading Completed: <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> 2 Assmnts														
1. Arevalo Naranjo, Daniel	4	100	20	NA									100.00	
2. Barajas, Beatriz	4	100	20	8									92.94	
3. Barragan, Martinez, Kelli I	4	75	20	6									77.05	
4. Brito Arroyo, Lazaro	4	100	20	5									82.35	
5. Brown, Derek J	4	30	20	8									68.23	
6. Chavez Soles, Reyna E	4	40	20	8									71.76	
7. Corona, Luis E	4	50	20										72.72	
8. Harvey, Patrick L	4	0	2										4.54	
9. Heady, Dario J	4	69	20										83.09	
10. Kauffman, McKenzie N	4	0	5										11.36	
11. Kepler, Katelyn M	4	100	5										65.90	
12. Leon, Gerardo	4	0	5										11.36	
13. Lozano, Alyssa C	4	55	5										41.36	
14. Lucero, Everet Z	4	100	5										65.90	
15. Lujano, Eresana R	4	100	5										65.90	
16. MacKenzie, Molly M	4	100	5										65.90	
17. MacMurphey, Jordan W	4	100	5										65.90	
18. Mascampo, Kaiti M	4	100	5										65.90	
19. Mendes, Dubeck, Bryton M	4	100	5										65.90	
20. Morales, Dominguez, Jennifer	4	70	5										49.54	
21. Nelson, Nala R	4	100	5										65.90	
22. Norman, Jade M	4	25	10										36.36	
23. O'Marr, Jamieson M	4	100	10										77.27	
24. Rayner, Dallas J	4	100	10										77.27	
25. Rinsel Snteln, Mario A	4	100	10										77.27	

Welcome to the Aeries Gradebook!

ENTER SCORES BY CLASS

To enter scores for assignments for the entire class, **Choose a Gradebook** from the far left side of the form. Click the mouse on the **Scores by Class** option. The following screen will display.

The screenshot shows the Aeries Gradebook interface in a Microsoft Internet Explorer browser. The page title is "Aeries Gradebook - Class Scores" and the date is 1/27/2006 7:12:30 AM. The interface includes a navigation menu on the left with options like "Choose a Gradebook", "Forms", "Reports", and "Other". The main content area displays a table for "0 - Reading - Y" with columns for Student Name, Grd, and assignments 1 through 11, along with Max Points and Perc Mrk. The table shows scores for 25 students, with some cells highlighted in yellow. The "Grading Completed" status is checked for all assignments.

Student Name	Grd	1	2	3	5	6	7	8	9	10	11	Perc Mrk
**Grading Completed: <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> 2 Assmnts												
1. Arevalo Naranjo, Daniel	4	100	20	NA								100.00
2. Barajas, Beatriz	4	100	20	8								92.94
3. Barragan Martinez, Kelli J	4	75	20	6								77.05
4. Brito Arroyo, Lazaro	4	100	20	5								82.35
5. Brown, Derek J	4	30	20	8								68.23
6. Chavez Solis, Reyna E	4	40	20	8								71.76
7. Corona, Luis E	4	50	20									72.72
8. Harvey, Patrick L	4	0	2									4.54
9. Heady, Dann J	4	63	20									83.09
10. Kauffman, McKenzie N	4	0	5									11.36
11. Kepler, Katelyn M	4	100	5									65.90
12. Leon, Gerardo	4	0	5									11.36
13. Lozano, Alyssa C	4	55	5									41.36
14. Lucero, Everet Z	4	100	5									65.90
15. Lujano, Bresna R	4	100	5									65.90
16. MacKenzie, Molly M	4	100	5									65.90
17. MacMurphey, Jordan W	4	100	5									65.90
18. Masicampo, Kaiti M	4	100	5									65.90
19. Mendes Dalbeck, Bryton M	4	100	5									65.90
20. Morales Dominguez, Jennifer	4	70	5									49.54
21. Nelson, Nala R	4	100	5									65.90
22. Norman, Jade M	4	25	10									36.36
23. O'Marr, Jameson M	4	100	10									77.27
24. Rayner, Dallas J	4	100	10									77.27
25. Ruzel Snteln, Mario A	4	100	10									77.27

The last ten class assignment numbers will display with all students enrolled. All inactive students will display at the bottom of the form. If there are more than ten assignments additional page numbers will display in the upper left hand corner.

For example, the screen will display **Page: 1 2**. If you click the mouse on page 2 the next set of assignments will display.

The screenshot shows the Aeries Gradebook interface in a Microsoft Internet Explorer browser, displaying the second page of scores. The page title is "Aeries Gradebook - Class Scores" and the date is 1/27/2006 7:10:49 AM. The interface includes a navigation menu on the left. The main content area displays a table for "0 - Reading - Y" with columns for Student Name, Grd, and assignments 1 through 11, along with Max Points and Perc Mrk. The table shows scores for 2 students, with some cells highlighted in yellow. The "Grading Completed" status is checked for all assignments. The page number "Page: 1 2" is visible in the upper left corner.

Student Name	Grd	1	2	3	5	6	7	8	9	10	11	Perc Mrk
**Grading Completed: <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> 2 Assmnts												
1. Arevalo Naranjo, Daniel	4	100	20									100.00
2. Barajas, Beatriz	4	100	20									100.00

To enter scores click the mouse on the **Assignment Score** field for the student selected. Type the **score** and press the **Down Arrow** key. The cursor will move down the assignment selected for each student displayed. There are additional navigation options below:

- **UP and DOWN Arrow Keys** - moves up and down assignments
- **ENTER** - moves up and down the assignments
- **TAB Key** - moves across assignments for student selected
- **SHIFT and TAB** - moves backward across assignments

Student Name	Grd	1	2	3	5	6	7	8	9	10	11	Perc Mkt
Max Points:		100	20	10	100	5	10	20	100	5	5	
**Grading Completed:		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2 Assmnts
1. Arevalo Naranjo, Daniel	4	100	20	NA	100	5	10	20	100	5	5	100.00
2. Barajas, Beatriz	4	100	20	8								100.00
3. Barragan, Martinez, Kelli I	4	75	20									86.36

If a score is not to be included in a student's final grade, type **NA** in the assignment **Score** field. The **Score** and **Max Score** will now be zero for this student. For example, a student may be dropped from the class and does not complete the assignment.

After all scores have been entered click the mouse on **Submit Changes**. The **Perc** column to the far right will calculate the percentage completed for this assignment.

Student Name	Grd	1	2	3	5	6	7	8	9	10	11	Perc Mkt
Max Points:		100	20	10	100	5	10	20	100	5	5	
**Grading Completed:		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2 Assmnts
1. Arevalo Naranjo, Daniel	4	100	20	NA	100	5	10	20	100	5	5	100.00
2. Barajas, Beatriz	4	100	20	8								92.94
3. Barragan, Martinez, Kelli I	4	75	20	6								77.05

If **NA** was entered for an assignment an asterisk (*) will display in **red** to the left of a score and will not be included in a student's final grade.



NOTE:

Assignments are not factored into a student's overall grade until the due date is reached AND grading has been completed.

SCORES BY STUDENT

To display a particular student and gradebook assignments, **Choose a Gradebook** from the top left side of the screen. Click the mouse on **Scores by Student** on the left hand side of the screen and select a student. The following screen will display for the student selected with all assignments for this gradebook.

Aeries Gradebook - Student Scores

Arevalo Naranjo, Daniel | Change Student | 1/25/2006 2:31:53 PM

Submit Changes! | Reset Changes

#	Type	Description	Date	Doc Assigned	Score	Max	Completed	Due	Compli
1	Test	Language Arts	8/26/2005	100	100	8/26/2005	8/26/2005	Yes	
2	Homework	Pages 1-25 of Textbook	1/12/2006		20		1/17/2006	Yes	
3	Test	Test on Chapter 2	1/27/2006		100		1/27/2006	No	

Submit Changes! | Reset Changes

Type	Perc of Grade	Points	Max	Perc Mark
Classroom Projects	30 %	0	0	0.00
Homework	25 %	0	20	0.00
Quiz	15 %	0	0	0.00
Test	30 %	100	100	100.00
Total**				54.54

** Total based upon Weighted Assignment Types
Totals based upon Assignments 1 - 999

The class assignments can be sorted by each heading name at the top of the columns. For example, click the mouse on **Description**.

Aeries Gradebook - Student Scores

Arevalo Naranjo, Daniel | Change Student | 1/25/2006 2:32:55 PM

Submit Changes! | Reset Changes

#	Type	Description	Date	Doc Assigned	Score	Max	Completed	Due	Compli
1	Test	Language Arts	8/26/2005	100	100	8/26/2005	8/26/2005	Yes	

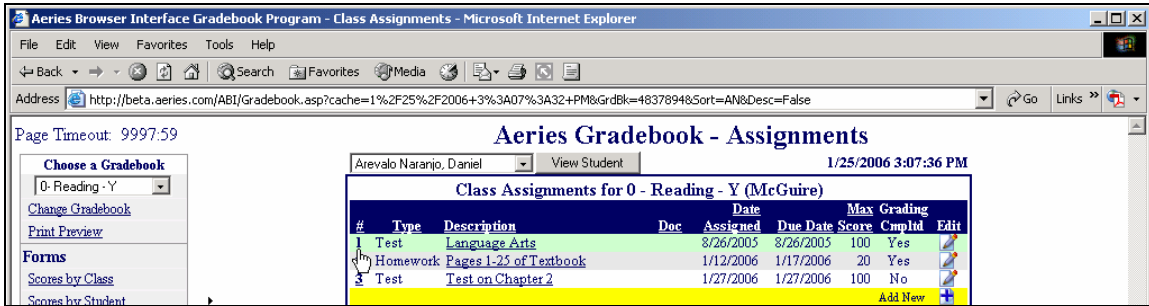
The class assignments will now display in alphabetical order by description. To sort in descending order, click on the column heading again and the order will now change to descending order.



NOTE:

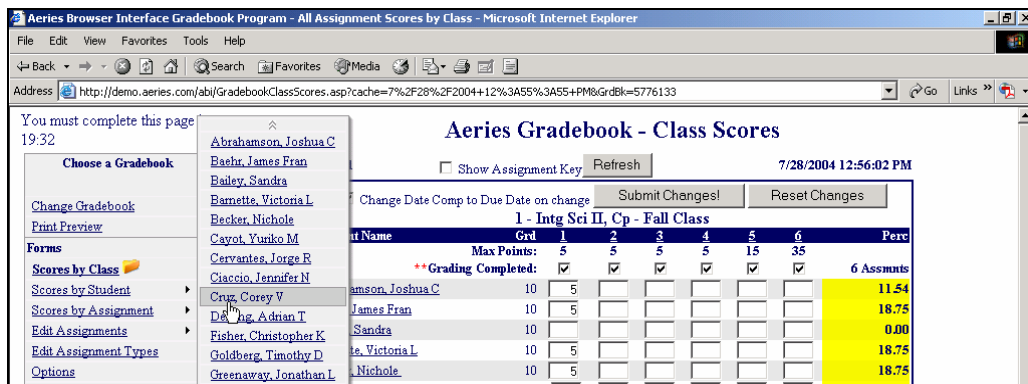
Headings with an underline allow you to change the sort order for the screen displayed.

To display all students for a particular assignment click the mouse on the **assignment number** listed under the # field.

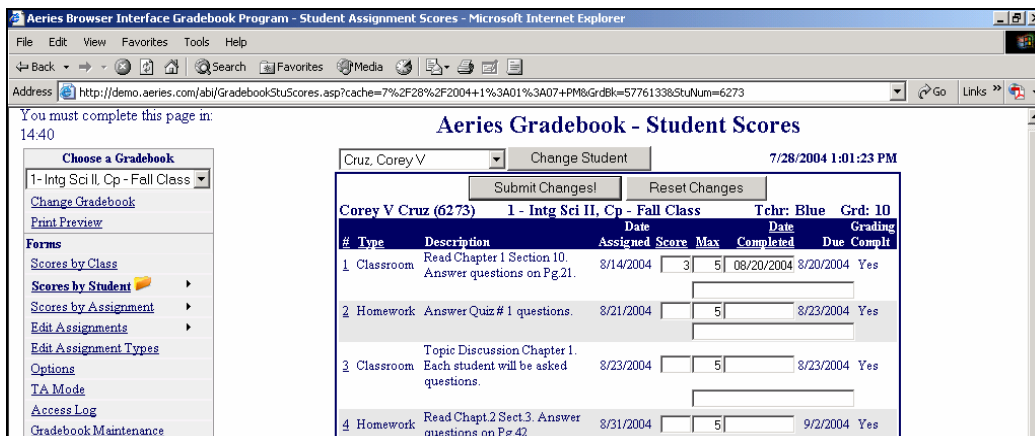


ENTER SCORES BY STUDENT

To enter scores for an individual student **Choose a Gradebook** at the left hand side of the screen. Select **Scores by Student** and the screen will list all students. Click the mouse on the student selected.



The screen will display all class assignments for the student selected. Click the mouse in the **Score** field. Type the score received and press **Tab**. If the **Max Score** needs adjusted enter the score.



If an assignment is not to be included in the calculation of grades for a student type zero in the **Score** and **Max Score** field. Type the date the assignment was completed in the **Date Completed** field and any comments in the **Comment** field.

The screenshot shows the Aeries Gradebook interface for Daniel Arevalo Naranjo (2900) in the 0 - Reading - Y class. The table below represents the data shown in the interface:

#	Type	Description	Doc Assigned	Score	Max	Date Completed	Due	Grading
1	Test	Reading	8/26/2005	100	100	8/27/2005	8/26/2005	Yes
2	Homework	Pages 1-25 of Textbook	1/12/2006	20	20	1/20/2006	1/17/2006	Yes
3	Classroom Projects	Quiz Chapter 2	1/27/2006	0	0	1/30/2006	1/30/2006	No

If the **Grading Complt** field displays **No*** the assignment will not count towards the final grade and the percentage of grades at the bottom of the screen will not calculate regardless if the due date has been reached.

If **Yes** displays the assignment will be counted as a zero until a score has been entered and after the score has been entered it will be calculated. After all assignments have been entered for this student, click the mouse on **Submit Changes**.

The screenshot shows the Aeries Gradebook interface for Daniel Arevalo Naranjo (2900) in the 0 - Reading - Y class. The table below represents the data shown in the interface:

#	Type	Description	Doc Assigned	Score	Max	Date Completed	Due	Grading
1	Test	Reading	8/26/2005	100	100	8/27/2005	8/26/2005	Yes
2	Homework	Pages 1-25 of Textbook	1/12/2006	20	20	1/20/2006	1/17/2006	Yes
3	Classroom Projects	Quiz Chapter 2	1/27/2006	0	0	1/30/2006	1/30/2006	No



NOTE:

It is very important that the Assignments are submitted as soon as entry is complete. *The scores entered can be lost due to delay in clicking on Submit Changes.*

After the class assignments have been setup the student's scores can be entered and tracked. As the scores are entered and submitted the **percentage of the grade** is calculated at the bottom of the form.

The screenshot displays a web-based interface for entering student scores. At the top, there are two buttons: "Submit Changes!" and "Reset Changes!". Below these buttons is a table with the following data:

Type	Grade	Points	Max	Perc Mark
Classroom Projects	30 %	8	10	80.00
Homework	25 %	15	20	75.00
Quiz	15 %	0	0	0.00
Test	30 %	100	100	100.00
Total**				85.58

Below the table, there is a note: "** Total based upon Weighted Assignment Types
Totals based upon Assignments 1 - 999". At the bottom of the window, the text "Copyright © 2005 Eagle Software. All rights reserved." is visible. The browser's status bar at the very bottom shows "Welcome to the Aeries Gradebook!" and "Internet".

SCORES BY ASSIGNMENT

To display the students and scores by assignment click the mouse on **Scores by Assignment** on the left hand side of the screen. The following form will display all students for the **assignment** selected.

The screenshot shows the Aeries Gradebook interface in Microsoft Internet Explorer. The page title is "Aeries Gradebook - Assignment Scores". The current assignment is "1- Language Arts". The page shows a list of students with their scores, maximum possible scores, and completion dates. The "Scores by Assignment" link is highlighted in the left-hand navigation menu.

#	Stu #	Name	Score	Max	Completed	Date	Comment
1.	2900	Arevalo Naranjo, Daniel	100	100	8/26/2005		
2.	2945	Barajas, Beatriz	100	100	8/26/2005		
3.	3780	Barragan Martinez, Kelli I	75	100	8/26/2005		
4.	2864	Brito Arroyo, Lazaro	100	100	8/26/2005		
5.	3554	Brown, Derek J	30	100	8/26/2005		
6.	3394	Chavez Solis, Reyna E	40	100	8/26/2005		
7.	3579	Corona, Luis E	50	100	8/26/2005		
8.	3398	Harvey, Patrick L	100	100	8/26/2005		
9.	2891	Heady, Darin J		100	8/26/2005		

Assignments can be changed by clicking the mouse on the **Change Assignment** drop down.

The screenshot shows the Aeries Gradebook interface with the "Change Assignment" dropdown menu open. The current assignment is "2- Pages 1-25 of Textbook". The page shows a list of students with their scores, maximum possible scores, and completion dates. The "Change Assignment" button is highlighted.

#	Stu #	Name	Score	Max	Completed	Date	Comment
1.			20	20	1/20/2006		
2.			20	20	1/20/2006		

Click the mouse on the **Change Assignment** button and the assignment selected will display.

ENTER SCORES BY ASSIGNMENT

To enter scores for certain assignments **Choose a Gradebook** from the top left side of the form. Select **Scores by Assignment** and all assignments will display for the gradebook selected. Click the mouse on an assignment and all students and scores will display.

The screenshot shows the Aeries Gradebook interface in a Microsoft Internet Explorer browser. The page title is "Aeries Gradebook - Assignment Scores". On the left, there is a "Choose a Gradebook" dropdown menu set to "0 - Reading - Y". Below it, there are links for "Change Gradebook", "Print Preview", and "Forms". Under "Forms", "Scores by Assignment" is selected. A list of assignments is displayed, with "1 - Reading" selected. The "Change Assignment" button is highlighted with a red box. The main table shows student scores for the "1 - Reading" assignment.

#	Stu #	Name	Score	Max	Completed	Date	Comment
1.	2900	Arevalo Naranjo, Daniel	100	100		8/27/2005	
2.	2945	Barajas, Beatriz	100	100		8/27/2005	
3.	3780	Barragan Martinez, Kelli I	75	100		8/27/2005	
4.	2864	Brito Arroyo, Lazaro	100	100		8/27/2005	
5.	3354	Brown, Derek J	30	100		8/27/2005	
6.	3394	Chavez Soles, Reyna E	40	100		8/27/2005	
7.	3579	Corona, Luis E	50	100		8/27/2005	
8.	3398	Harvey, Patrick L	0	100		8/27/2005	

To select a different assignment click the mouse on the **Drop Down** arrow to the left of the **Change Assignment** button. Select a different assignment and click the mouse on the **Change Assignment** button.

The screenshot shows the Aeries Gradebook interface with a different assignment selected. The "Change Assignment" dropdown menu is now set to "2 - Pages 1-25 of Textbook". The "Change Assignment" button is highlighted with a red box. The main table shows student scores for the "2 - Pages 1-25 of Textbook" assignment.

#	Stu #	Name	Score	Max	Completed	Date	Comment
1.	2900	Arevalo Naranjo, Daniel	20	20		1/17/2006	
2.	2945	Barajas, Beatriz	20	20		1/17/2006	
3.	3780	Barragan Martinez, Kelli I	10	20		1/17/2006	

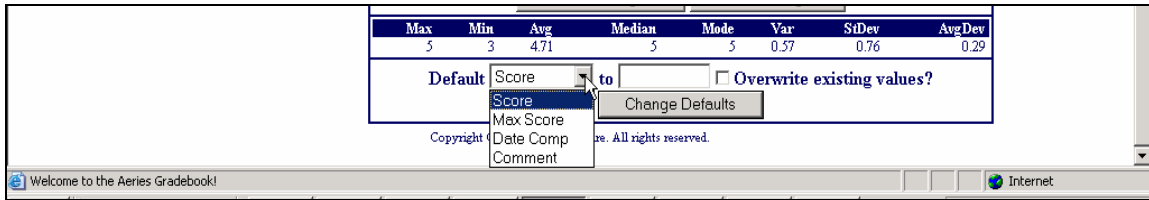
To enter scores for the class assignment selected click the mouse in the **Score** field for the student selected. Type the **score** and press **Tab**. If the **Maximum** score has changed enter the new score and press **Tab** and enter the **Date Completed**. Type any comment if required and press **Tab**.



NOTE:

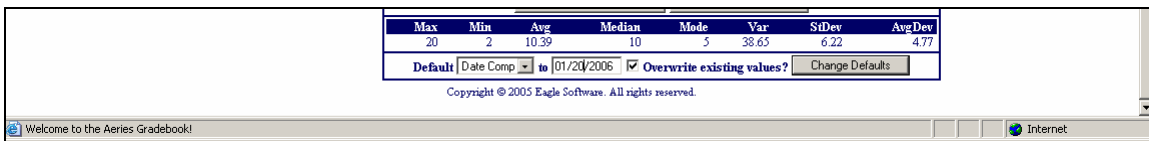
If information will not need to be added into a specific column, for example, Max Score field, click on the heading of the column. When Tab is pressed it will bypass the column selected.

At the bottom of the form a **Default** field will display. This function can be used to mass change data displayed above. For example, if all students turned in the assignment on time a default date can be entered and all assignments will be updated with the same date.



To select a default field click the mouse on the **drop down** arrow. Click the mouse on the default field selected. To the right of the **Default** field, type a value to be added to all students class assignments.

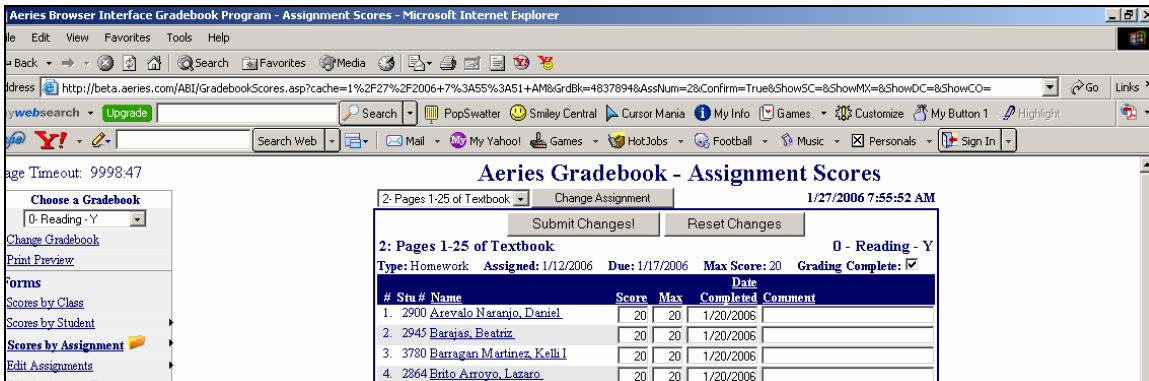
To overwrite an existing value in the field selected, for example, the date completed, click the mouse on the check box and a **black check mark** will display. Click the mouse on **Change Defaults**.



NOTE:

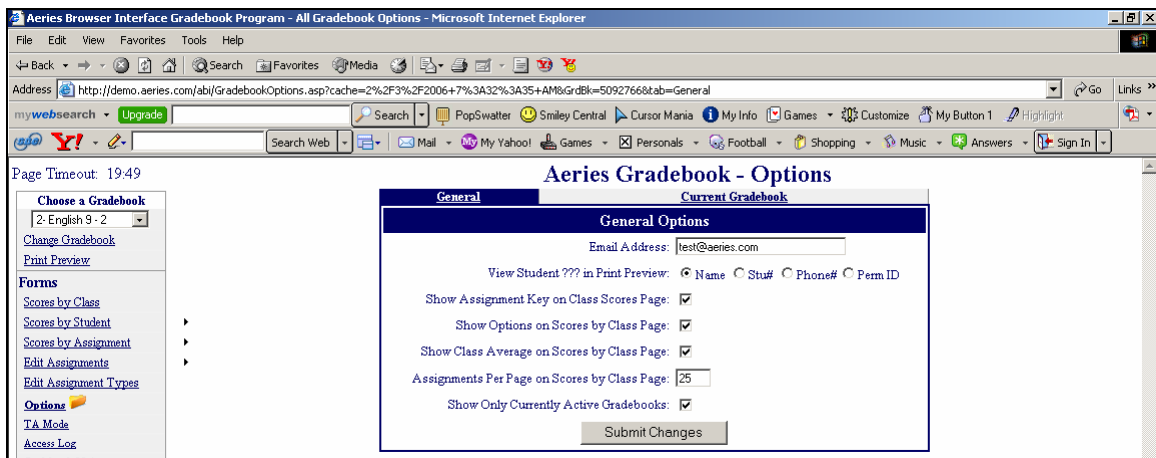
If **Overwrite Existing** is not selected only blanks or zeros will be changed in the field selected.

The form will now display **ALL** changes made to all student's class assignments. All scores will be submitted and statistical calculations will be performed at the bottom.



OPTIONS

The **Options** form allows you to select various options for the gradebook system and for individual gradebooks.



GENERAL OPTIONS

These options apply to all gradebooks for an individual teacher.

- **Email Address** is the email address stored in Aeries for this teacher. This information is stored in the TCH.EM field.
- **View Student ??? in Print Preview** refers to what student information is displayed when the Scores by Class page is viewed in Print Preview mode. This allows teachers to post the gradebook assignments in a public area on the classroom without revealing individual student information.
- **Show Assignment Keys on Scores by Class Page** will display the Assignments at the bottom of the screen.
- **Show Options on Scores by Class Page** will display a check box with the **Show Assignment Key** option that can be selected or de-selected. It will also display the **View Student ???** option when in Print Preview.
- **Show Class Average on Scores by Class Page** will display the overall class average for each assignment on the last line of the screen.
- **Assignments Per Page on Scores by Class Page** will adjust the number of assignments being displayed on each page. This can be fine tuned to the monitor resolution of the teacher to maximize the number of assignments able to be viewed at once.
- **Show Only Currently Active Gradebooks** when turned ON will hide the gradebooks where today's date does not fall between the Start and End Dates identified for the gradebook. Normally when these gradebook are displayed in the system. They are listed at the bottom of any list of gradebooks and are surrounded with brackets.

The Scores by Class page with the Assignment Key and Class Averages being shown:

This screenshot shows the 'Scores by Class' page in the Aeries Gradebook. It displays a table with columns for Student Name, Grade (1-4), and Percent (70.58). Below the table, there are instructions on how to use 'NA' for max scores and '0' for zero scores, along with buttons for 'Submit Changes!' and 'Reset Changes!'. A detailed assignment key table is also visible, listing items like 'notebook review', 'final exam', 'quizzes', and 'interviews' with their respective assigned and due dates. A 'Show Assignment Key' checkbox is checked, and a 'Refresh' button is present.

Student Name	Grd	1	2	3	4	Perc
Class Average: 6.88 33.82 14.56 15.17 70.58						

Use Score of NA for Max Score and Score of 0 (zero) for the student.
 * Indicates Max Values of 0 (zero). ** Assignments are not counted until graded.
 *** Students no longer in the class.

#	Type	Description	Assigned	Due Date
1	notebook review	Review of notebook weekly	12/7/2005	12/9/2005
2	final exam	Final chapter exam	12/10/2005	12/10/2005
3	quizzes	weekly quizzes	1/7/2006	1/10/2006
4	interviews	How To: Interview perspective employees	1/17/2006	1/18/2006

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The Scores by Class page with the Assignment Key and Class Averages NOT being shown:

This screenshot shows the 'Scores by Class' page in the Aeries Gradebook, but with the assignment key hidden. The table shows the same student scores as the previous screenshot, but without the detailed assignment key table below it. The 'Show Assignment Key' checkbox is unchecked.

Student Name	Grd	1	2	3	4	Perc
Class Average: 6.88 33.82 14.56 15.17 70.58						

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The Assignments Per Page on Scores by Class page will only display the number of assignments selected. For example, below the option was set to 10 assignments. The remaining assignments display on page 2.

This screenshot shows the 'Scores by Class' page in the Aeries Gradebook, viewed through a web browser. The page title is 'Aeries Gradebook - Class Scores'. The browser address bar shows the URL. The page content includes a 'Choose a Gradebook' dropdown menu set to '3 - English 9 - Y'. The main table shows student scores for '3 - English 9 - Y' with columns for Student Name, Grade (1-10), and Percent (100). The 'Max Points' row shows values: 10, 15, 10, 15, 10, 20, 10, 10, 10, 10. The page number 'Page: 1 2' is displayed, indicating that there are 2 pages of data.

Page Timeout: 19:53

Page: 1 2

3 - English 9 - Y

Student Name	Grd	1	2	3	4	5	6	7	8	9	10	Perc	Max
Max Points: 10 15 10 15 10 20 10 10 10 10													

Aeries Gradebook - Options



General	Current Gradebook	Grading Rules
Gradebook Tchr Aide Options		
Weight Scores of Assignments by Type: <input checked="" type="checkbox"/>		
Range of Assignments to Display: <input type="text" value="1"/> - <input type="text" value="999"/>		
Range of Assignments to Count in Total Grade: <input type="text" value="1"/> - <input type="text" value="999"/>		
Apply Display Range To Entire Gradebook (Not just Scores by Class): <input checked="" type="checkbox"/> (Also applies to parent view):		
Show Overall Mark w/ Score: <input type="checkbox"/> (View Marks)		
Show Point Ratio on Scores by Class Page (Only applies to total points grading): <input type="checkbox"/>		
Count Assignments toward Final Grade immediately after a Score is entered: <input type="checkbox"/>		
<input type="button" value="Submit Changes"/>		

CURRENT GRADEBOOK OPTIONS

These options apply to the current gradebook being viewed.

- **Weight Scores of Assignments by Type** – this is the same option that is provided on the Edit Assignment Types page and indicates whether or not total points grading of weighted type grading is used to determine students' overall grades.
- **Range of Assignments to Display** – the low and high assignment numbers to display in the current gradebook. Sometimes a gradebook gets so large that a teacher wants to just hide a group of assignments.
- **Range of Assignments to Count in Total Grade** – the low and high assignment numbers to count in students' total/overall grade. Sometimes a gradebook spans multiple grading periods and only a subset of the assignments should be used to calculate the current total grade.
- **Apply Display Range to Entire Gradebook** – normally the display range only applies to the Scores by Class page. This option applies the display range to the rest of the gradebook.
- **Show Overall Mark w/ Score** – this option turns on the showing of the alpha mark that the overall percentage translates to. The percentage ranges for each mark can be edited from the Gradebook Maintenance form on the Final Marks tab.
- **Show Point Ratio on Scores by Class Page** – normally only the percentage shows for each student on this page. This option will display the total points and total max points for each student. This option only applies when doing total points grading (not grading by weighted assignment types).
- **Count Assignments toward Final Grade Immediately after a Score is Entered** – normally a score will not count toward a student's overall grade until the Grading Completed checkbox for an assignment has been checked. This option will make any assignment with a score count in the overall mark no matter what the Grading Completed checkbox indicates.

Aeries Gradebook - Options

<u>General</u>	<u>Current Gradebook</u>	<u>Grading Rules</u>
Grading Rules for English 11 Cp		Edit
Drop the Lowest 3 Scores (in the Homework Category) According to Negative Weight And Replace with Average Score		
Drop the Lowest 1 Scores (in the Participation Category) According to % Score		
Add		

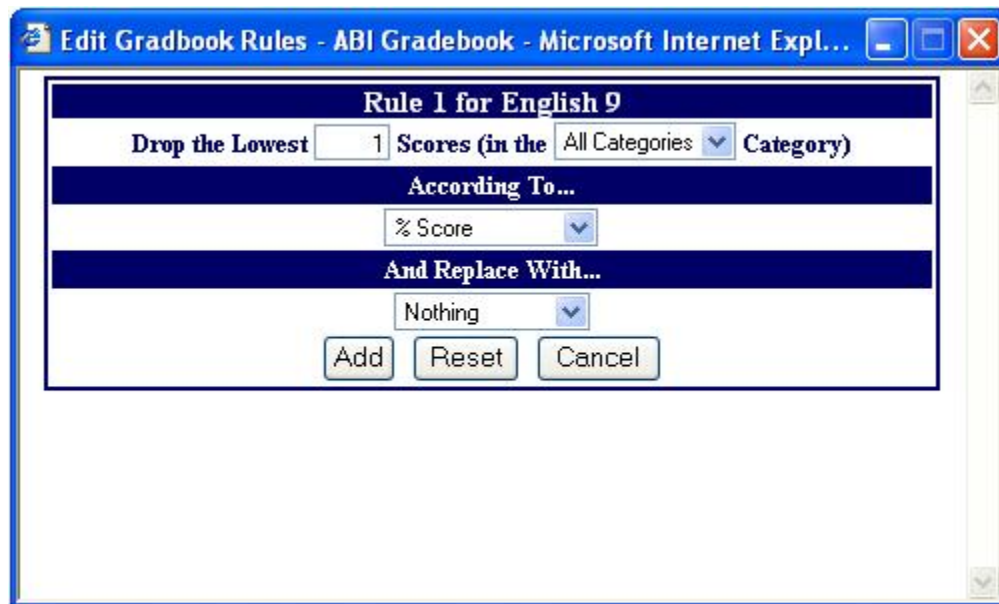
GRADING RULES OPTIONS

These options apply to the current gradebook being viewed.

Grading Rules are meant to allow a teacher to “Drop the Lowest N Assignments” and optionally replace those assignment scores with either the average score or the top score in the area defined by the rule.

ADDING NEW GRADING RULES

Multiple rules can be applied to the same gradebook. Click the **Add** button and the following screen will appear.



The lowest N scores are usually determined by looking at a single assignment type/category. But if the current gradebook is doing total points grading and not weighted types, the option to drop the lowest N scores across “All Categories” will be available.

According To...

The question of how to consider a particular score as being the lowest is answered by this setting. The options of “Negative Weight” and “% Score” are available.

- “Negative Weight” is calculated by determining the difference between the Max Score and the actual Score (Max – Score).
- “% Score” is determined by dividing the actual Score by the Max Score (Score / Max).

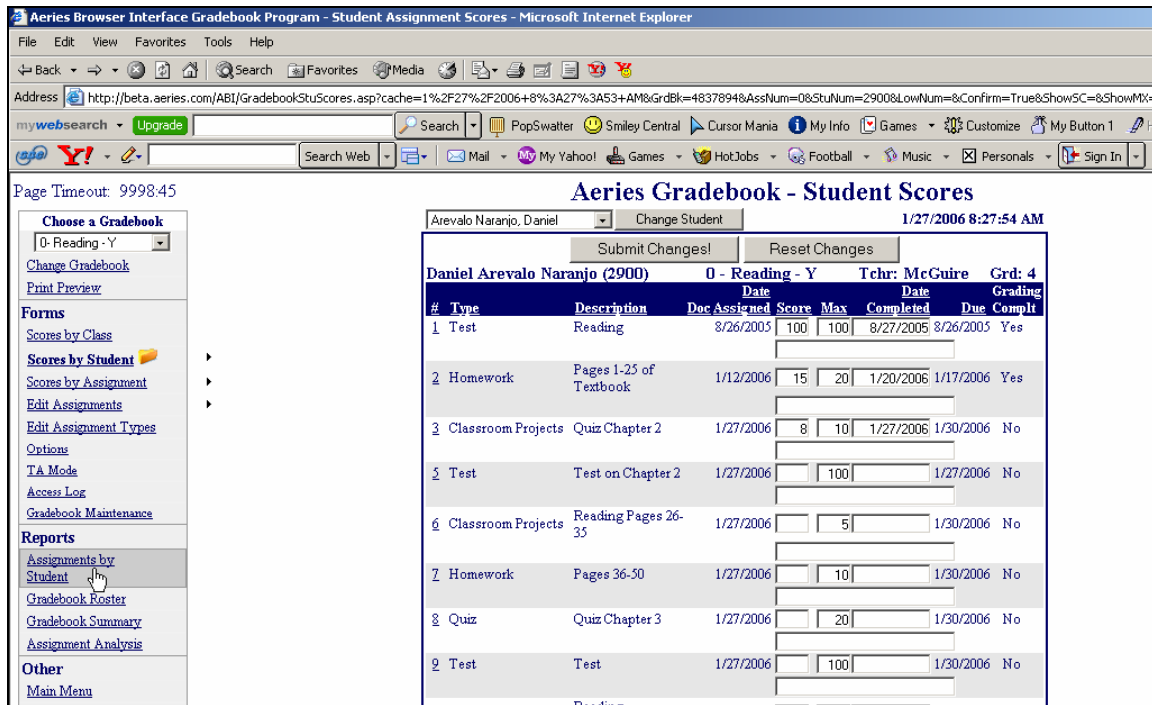
And Replace With...

Sometimes a teacher may not want to simply discount the lowest scores and remove them from the overall score calculation. Sometimes a teacher may want to replace the identified low scores with another value. This setting allows for 1 of 3 options: “Nothing”, “Average Score”, and “Best Score”.

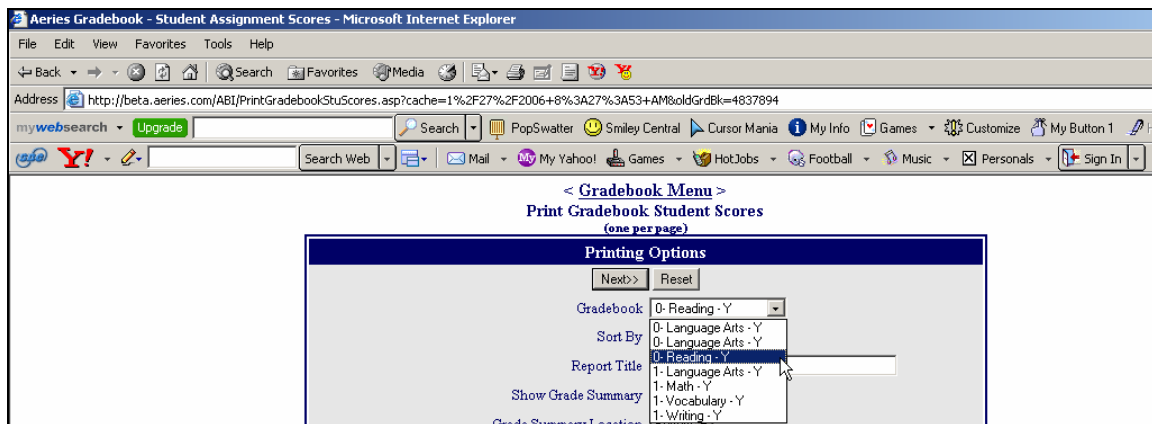
- “Nothing” will simply drop the identified assignment from the overall score calculation for the student.
- “Average Score” will calculate the average percentage of the score value of all assignments in the identified Assignment Category/Type and will use that percentage against the Max score for that assignment to calculate the virtual score value to use in place of the actual score.
- “Best Score” will find the best percentage score value across all assignment in the identified Assignment Category/Type and will use that percentage against the Max score for that assignment to calculate the virtual score value to use in place of the actual score.

**REPORTS:
ASSIGNMENTS
BY STUDENT**

To print information on assignments for the students click the mouse on **Assignments by Student** under the **Reports** heading. This report is normally used as a progress report for students in a class.



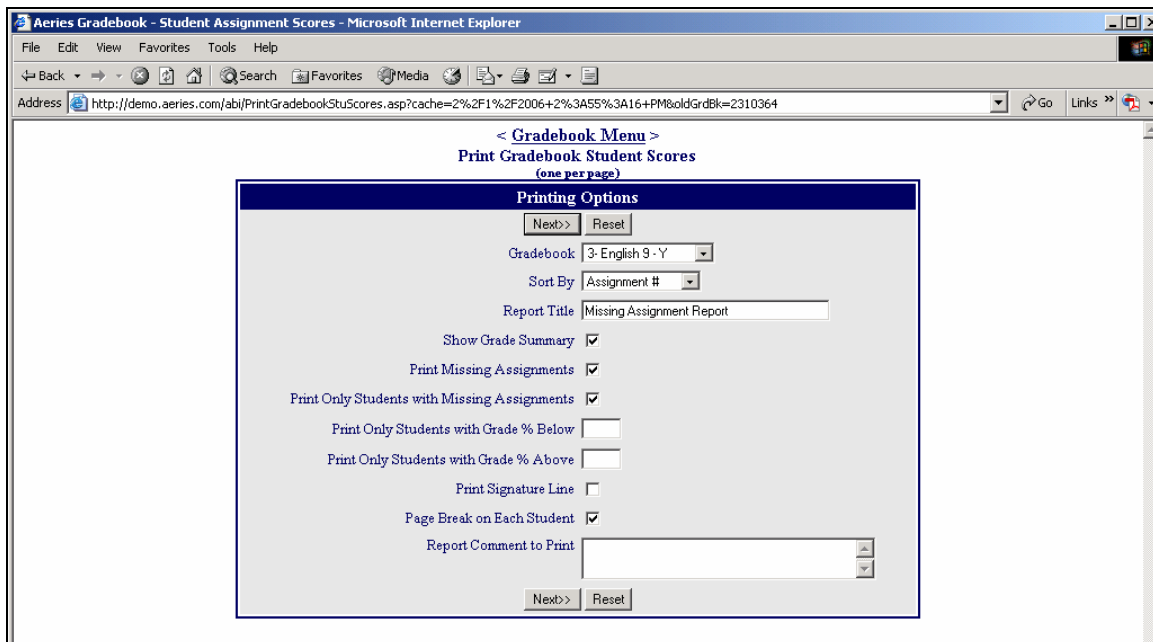
The following screen will display. Click the mouse on the **Gradebook Dropdown** and select the gradebook.



There are various options to choose from in creating this report.
Select from the following:

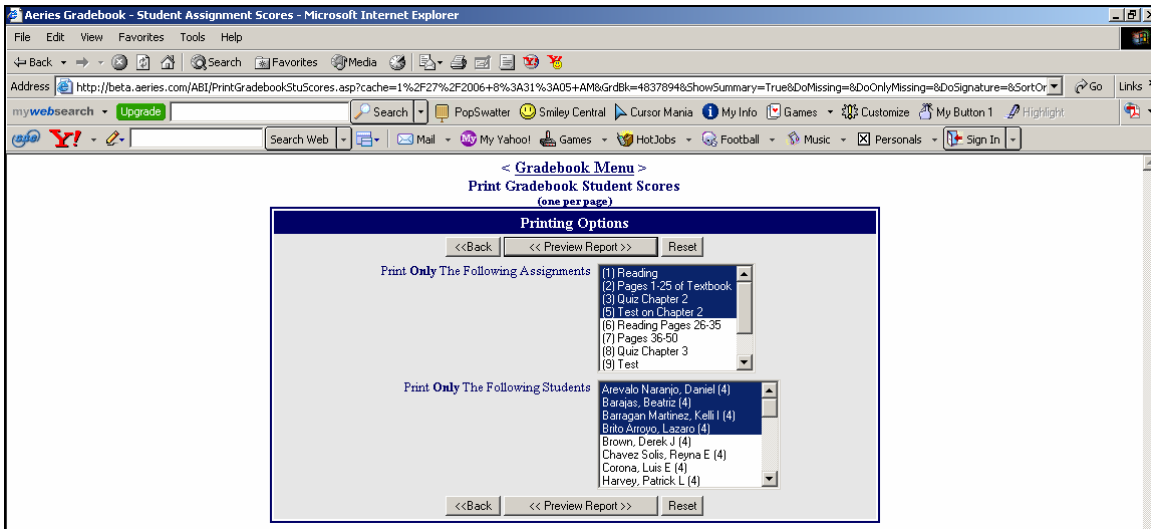
- **Sort by** – how to sort the assignments for each student
- **Show Grade Summary** – print the summary of scores by assignment type and the overall score/grade.
- **Print Missing Assignments** – print ONLY assignments where the grading has been completed but the student does not have any value for a score. This does not include students with a score of 0 (zero).
- **Print Only Students with Missing Assignments** – print only students where missing assignments are found. Students without any missing assignments will not display on the report.
- **Print Only Students with Grade % Below**
- **Print Only Students with Grade % Above**
- **Print a Signature Line** for the parent to sign and return to the teacher.
- **Page Break on Each Student**
- **Report Comment to Print** – this can be a message to your students or parents who will read this “progress report”

After selecting the type of report to be created click the mouse on the Next button.

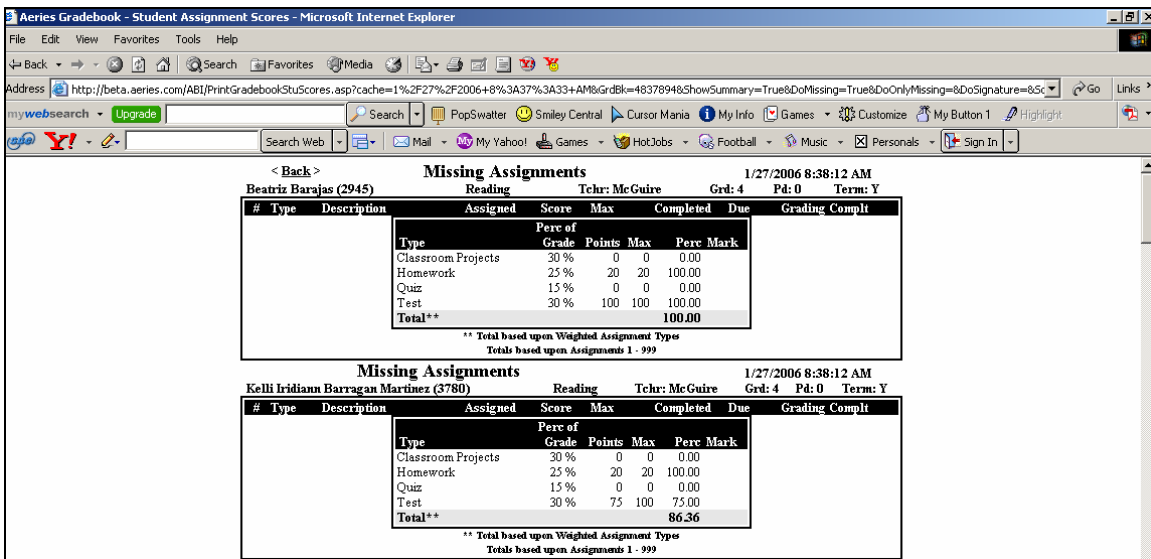


The default will select all Assignments and all currently active Students. Clicking the mouse on the assignment or student can select individual assignments and/or students.

Holding down the **Control (Ctrl)** key and clicking on assignments and/or students can select more than one assignment/student. When complete click the mouse on the **Preview Report** button.



The report to be printed will display on the screen. The following is an example of **Print Missing Assignments**.



The following is an example of the report with the **Show Grade Summary** option turned ON. Each student displayed will print individually.

Grade Summary
 Daniel Arevalo Naranjo (2900) Reading Tchr: McGuire Grd: 4 Pd: 0 Term: Y 1/27/2006 8:39:22 AM

Type	Perce of Grade	Points	Max	Perce Mark
Classroom Projects	30 %	8	10	80.00
Homework	25 %	15	20	75.00
Quiz	15 %	0	0	0.00
Test	30 %	100	100	100.00
Total**				85.59

** Total based upon Weighted Assignment Type
 Totals based upon Assignments 1 - 999

#	Type	Description	Assigned	Score	Max	Completed	Due	Grading	Compl
1	Test	Reading	8/26/2005	100	100	8/27/2005	8/26/2005	Yes	
2	Homework	Pages 1-25 of Textbook	1/12/2006	15	20	1/20/2006	1/17/2006	Yes	
3	Classroom Projects	Quiz Chapter 2	1/27/2006	8	10	1/27/2006	1/30/2006	No	
5	Test	Test on Chapter 2	1/27/2006	100	100	1/27/2006	1/27/2006	No	
6	Classroom Projects	Reading Pages 26-35	1/27/2006	5	10	1/30/2006	1/30/2006	No	
7	Homework	Pages 36-50	1/27/2006	10	20	1/30/2006	1/30/2006	No	
8	Quiz	Quiz Chapter 3	1/27/2006	20	20	1/30/2006	1/30/2006	No	
9	Test	Test	1/27/2006	100	100	1/30/2006	1/30/2006	No	
10	Classroom Projects	Reading Participation	1/27/2006	5	10	1/30/2006	1/30/2006	No	
11	Homework	Pages 40-50	1/27/2006	5	10	1/30/2006	1/30/2006	No	
12	Quiz	Quiz Chapter 3	1/27/2006	10	10	1/30/2006	1/30/2006	No	

The following is an example of the **Print Only Students with Missing Assignments** with a signature line that will print at the bottom. This report will only print students missing an assignment that is due. Each student displayed will print individually.

Students With Missing Assignments
 Matthew Brennan Michael Zahm (3757) Reading Tchr: McGuire Grd: 4 Pd: 0 Term: Y 1/27/2006 8:42:52 AM

Type	Perce of Grade	Points	Max	Perce Mark
Classroom Projects	30 %	0	0	0.00
Homework	25 %	10	20	50.00
Quiz	15 %	0	0	0.00
Test	30 %	0	100	0.00
Total**				22.73

** Total based upon Weighted Assignment Type
 Totals based upon Assignments 1 - 999

#	Type	Description	Assigned	Score	Max	Completed	Due	Grading	Compl
1	Test	Reading	8/26/2005	0	100	8/27/2005	8/26/2005	Yes	

Signature: _____ Date: _____

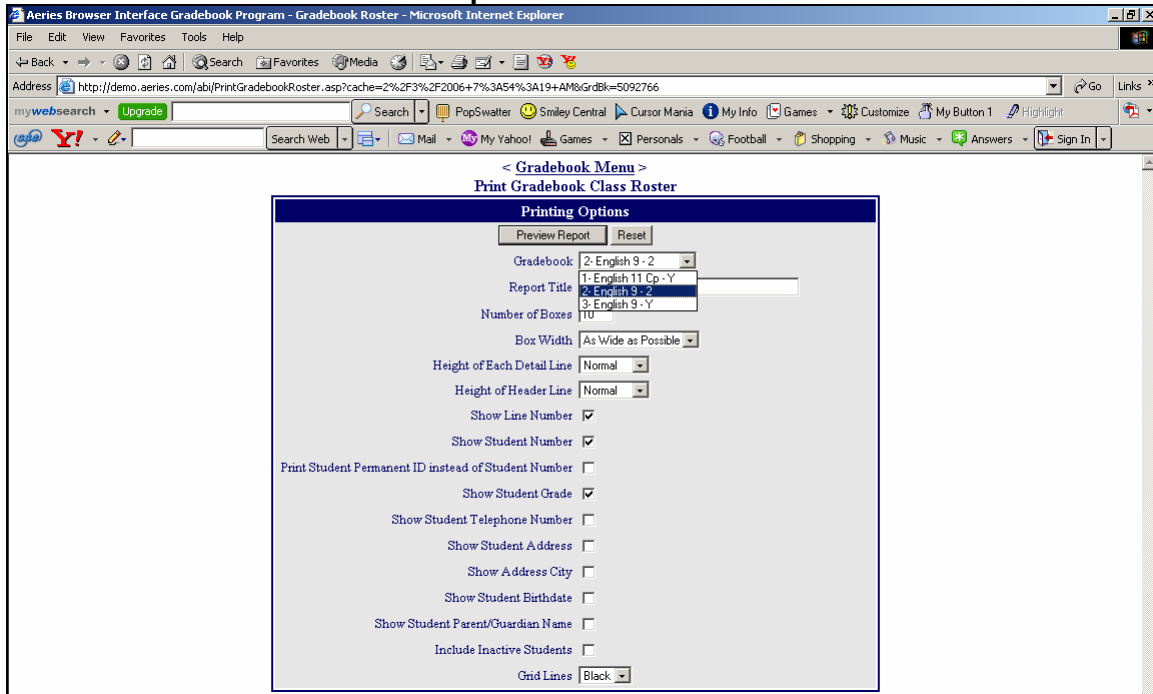


To print Only Students Missing Assignments both the Print Missing Assignments and Print Only Students with Missing Assignments reports MUST be selected.

REPORTS: GRADEBOOK ROSTER

To print a roster for the students within a gradebook click the mouse on **Gradebook Roster** under the **Reports** heading.

Click the mouse on the **Gradebook Dropdown** and select the gradebook. Select the various printing options and click the mouse on **Preview Report**.



There are various options to choose from in creating this report:

- **Report Title** – the title of the report when printed
- **Number of Boxes** –this number of empty boxes will print on each line.
- **Number of Additional Lines** – this number of empty lines will be printed at the end of the report. These empty lines can be used to write in new students.
- **Box Width** – indicates how wide you want each empty box.
- **Height of Each Detail Line** – indicates how high each line of students should be.
- **Height of Header Line** – indicates how high the header line should be. A higher header line makes it easier to write in.
- **Show Line Number** – next to each student.
- **Show Student Number** – next to each student name.
- **Print Student Perm-ID instead of Student Number**
- **Show Student Grade** – next to each student name.
- **Show Student Telephone Number**
- **Show Student Address**
- **Show Address City** – in additional to the street address.
- **Show Student Birthdate**
- **Show Student Parent/Guardian Name**
- **Include Inactive Students** – by default, only active students print.
- **Grid Lines** – indicates the color and existence of grid lines on the printout. Printing options on each computer vary and this option allows fine tuning for each environment.

The following is an example of a **Gradebook Roster**.

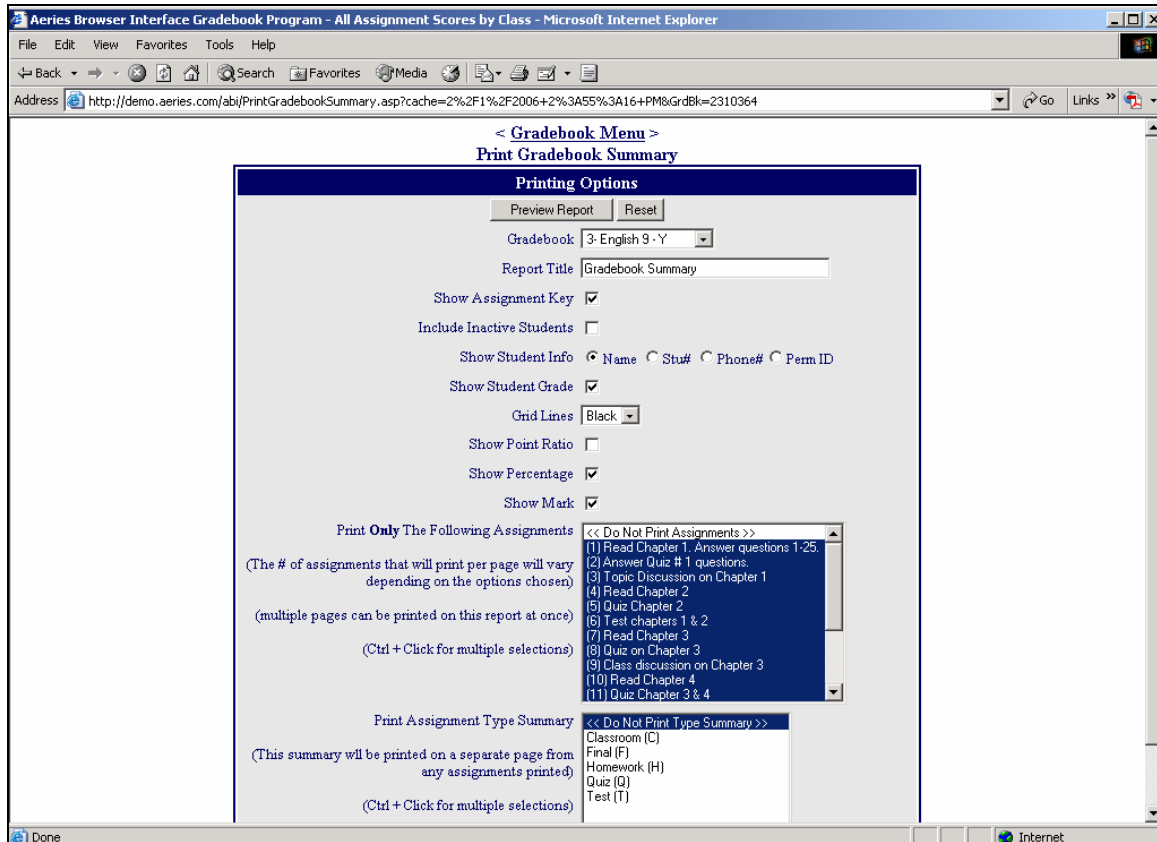
The screenshot shows a Microsoft Internet Explorer window titled "Aeries Browser Interface Gradebook Program - Gradebook Roster". The address bar contains the URL: <http://demo.aeries.com/abi/PrintGradebookRoster.asp?cache=2%2F1%2F2006+3%3A14%3A53+PM&GrdBlk=23103648&NumBoxes=10&BoxWidth=100%25&LineHe>. The main content area displays a table titled "Gradebook Roster" with the following data:

	Stu#	Name	Grd											
1	6908	Alcala, Christina M	9											
2	7432	Arenas, Daniel	9											
3	6924	Ballesteros, Edgar	9											
4	7466	Esquer, Jennifer	9											
5	7530	Flennory, Valerie D	9											
6	7026	Fritsch, Shara Denise	9											
7	7511	Gonzales, Elizabeth	9											
8	7512	Gonzales, Nadine Marie	9											
9	7566	Gullison, Tony Whitman	9											
10	7074	Holland, Gabriel Michael	9											
11	7135	Macias, Darlene	9											
12	7164	Morales, Faylynn	9											
13	7229	Rivera, Marco	9											
14	7252	Seward, Margie	9											
15	7253	Sharma, Calvin	9											
16	7286	Tiffany, Justin	9											
17	7289	Tovar, Jasmine N	9											
18	7349	Villalobos, Jessica Renee	9											
19	7311	Wheat, Christopher Richard	9											

REPORTS: GRADEBOOK SUMMARY

To print a summary for a gradebook click the mouse on the **Gradebook Summary** under the **Reports** heading.

Click the mouse on the **Gradebook Drop Down** and select the gradebook. Select the various printing options and click the mouse on **Preview Report**.



The following is an example of the **Gradebook Summary** selected.

Aeries Browser Interface Gradebook Program - All Assignment Scores by Class - Microsoft Internet Explorer

Address: http://demo.aeries.com/abi/PrintGradebookSummary.asp?cache=2%2F1%2F2006+3%3A15%3A48+PM&GrdBl=2310364&NumBoxes=8&ShowKey=True&IncludeIna

Page: 1 < Back > 2/1/2006 3:16:17 PM

Gradebook Summary																		
3 - English 9 - Y																		
Student Name	Grd	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	Perc	Mrk
Max Points:		10	15	10	15	10	20	10	10	10	10	15	15	15	15	10		
**Grading Completed:		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3 Assmnts	
Alcala, Christina M	9	10	N/A														50.00	F
Arenas, Daniel	9	10	11	8													78.89	C+
Ballesteros, Edgar	9	10															16.67	F
Esquer, Jennifer	9	10															16.67	F
Flennory, Valerie D	9	10															16.67	F
Fritsch, Shara D	9	N/A															0.00	
Gonzales, Elizabeth	9	9															15.00	F
Gonzales, Nadine M	9	9															15.00	F
Gullison, Tony W	9	9															15.00	F
Holland, Gabriel M	9	9															15.00	F
Macias, Darlene	9	9															15.00	F
Morales, Faylynn	9	8															13.33	F
Rivera, Marco	9	8															13.33	F
Seward, Margie	9	8															13.33	F
Sharma, Calvin	9	8															13.33	F
Tiffany, Justin	9	8															13.33	F
Tovar, Jasmine N	9																0.00	
Villalobos, Jessica R	9																0.00	
Wheat, Christopher R	9																0.00	

Scores Based Upon Graded Assignments 1 - 999

* Indicates Max Values of 0 (zero). ** Assignments are not counted until graded.

#	Type	Description	Assigned	Due Date
1	Classroom	Read Chapter 1. Answer questions 1-25.	2/1/2006	2/2/2006
2	Homework	Answer Quiz # 1 questions.	2/3/2006	2/4/2006
3	Classroom	Topic Discussion on Chapter 1	2/5/2006	2/5/2006
4	Homework	Read Chapter 2	2/5/2006	2/6/2006
5	Quiz	Quiz Chapter 2	2/7/2006	2/8/2006
6	Test	Test chapters 1 & 2	2/9/2006	2/9/2006
7	Classroom	Read Chapter 2	2/10/2006	2/11/2006

REPORTS: ASSIGNMENT ANALYSIS

To print an assignment analysis report click the mouse on **Assignment Analysis** under the **Reports** heading. The report will automatically be generated for the first gradebook.

The report will automatically be generated for the first gradebook. To select a different gradebook click the mouse on the drop down and select the gradebook and the report will be generated.

The following is an example of the **Print Assignment Analysis** report.

Assignment Analysis for 0 - Reading - Y (McGuire)												
#	Type	Description	Max Grading									
			Score	Cmpltd	Max	Min	Avg	Median	Mode	Var	StDev	AvgDev
1	Test	Reading	100	Yes	100	25	83.23	100	100	652.98	25.55	16.77
2	Homework	Pages 1-25 of Textbook	20	Yes	20	2	10.07	10	5	36.69	6.06	4.60
3	Classroom Projects	Quiz Chapter 2	10	No	8	8	8.00	0	8	0.00	0.00	8.00
5	Test	Test on Chapter 2	100	No	0	0	0.00	0	0	0.00	0.00	0.00
6	Classroom Projects	Reading Pages 26-35	5	No	0	0	0.00	0	0	0.00	0.00	0.00
7	Homework	Pages 36-50	10	No	0	0	0.00	0	0	0.00	0.00	0.00
8	Quiz	Quiz Chapter 3	20	No	0	0	0.00	0	0	0.00	0.00	0.00
9	Test	Test	100	No	0	0	0.00	0	0	0.00	0.00	0.00
10	Classroom Projects	Reading Participation	5	No	0	0	0.00	0	0	0.00	0.00	0.00
11	Homework	Pages 40-50	5	No	0	0	0.00	0	0	0.00	0.00	0.00
12	Quiz	Quiz Chapter 3	10	No	0	0	0.00	0	0	0.00	0.00	0.00

This report is used to calculate and display various statistical analyses of the scores for assignments.

GRADE REPORTING

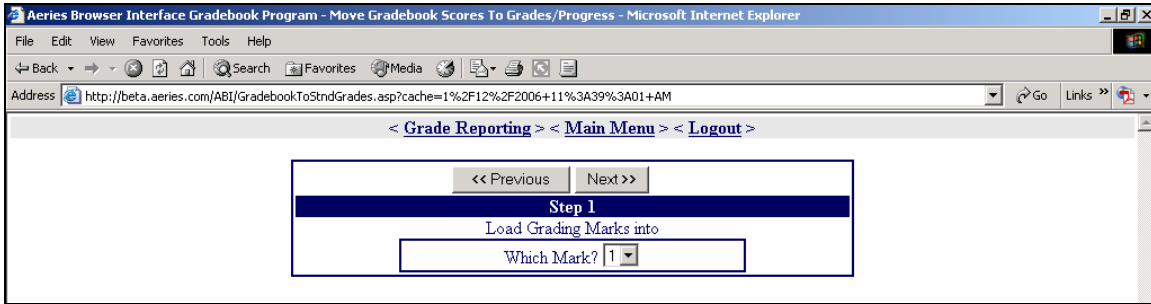
The **Grade Reporting** option can be utilized to access the Standards Based Grades that must first be setup within Aeries.

The screenshot shows the Aeries Browser Interface in Microsoft Internet Explorer. The address bar displays <http://beta.aeries.com/ABI/>. The page header includes "Logout | User Options | Home |" and "Eagle Elementary". The date and time are "1/30/2006 11:42:09 AM" and "Page Timeout: 9998:48". The navigation menu includes "Attendance", "Grades", "Student Info", and "Resources". The "Grades" section is active, showing "Grade Reporting" for "Melisa Zarate Ubario (2936) - Grade 4". A comment box is visible with a warning: "Due to space limitations, the entire comment might NOT print on the student's report card." Below the comment box is a table for standards-based grades.

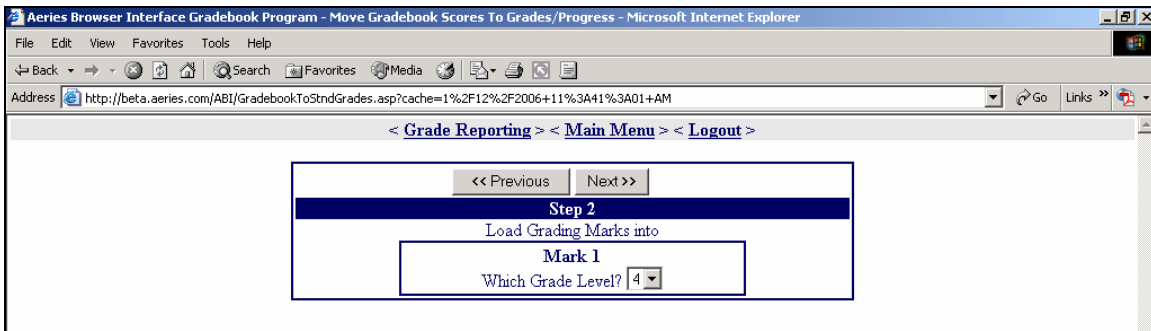
Standard	M1	M2	M3	M4
LANGUAGE ARTS				
READING				
Reading Comprehension-Reads at grade level		<input type="checkbox"/>	<input type="checkbox"/>	-
Word Recognition and Vocabulary Development		<input type="checkbox"/>	<input type="checkbox"/>	-
Other		<input type="checkbox"/>	<input type="checkbox"/>	-
WRITING				
Content		<input type="checkbox"/>	<input type="checkbox"/>	-
Skills		<input type="checkbox"/>	<input type="checkbox"/>	-
Spelling		<input type="checkbox"/>	<input type="checkbox"/>	-
Permanship		<input type="checkbox"/>	<input type="checkbox"/>	-
LISTENING	Achievement	<input type="checkbox"/>	<input type="checkbox"/>	-
SPEAKING	Achievement	<input type="checkbox"/>	<input type="checkbox"/>	-

After Standards Based Grades are setup the Administrator of ABI Options can then flag the option that allows Aeries to be updated via ABI Grade Reporting.

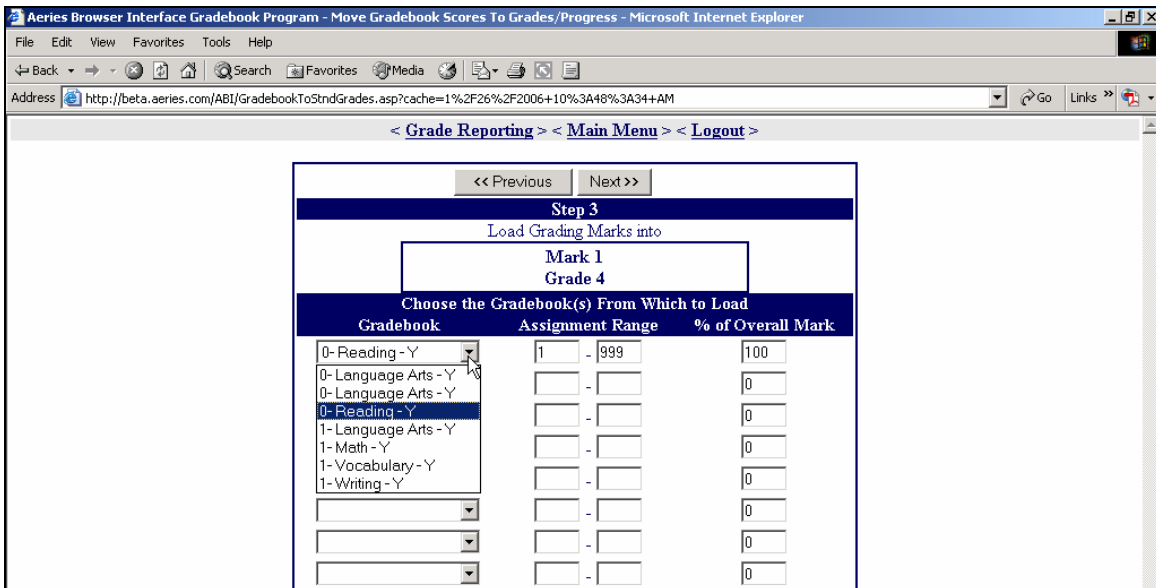
Select which Mark the grades will be loaded into and click the mouse on the Next button.



Select which Grade Level the grades will be loaded into and click the mouse on the Next button.



Select the Gradebook to load the grades from and click the mouse on the Next button.



Enter the different scores into the Low and High fields for Achievement.

Step 4
Load Grading Marks into

Mark 1
Grade 4

Gradebook	Range	Perc
0- Reading - Y	1-999	100%

Use percentages for High and Low values
(100, 95, 87, 62.5, etc...)

Type 1 - Achievement

Mark	Low%	High%
A (Outstanding (Exemplary Mastery))	93	94
A-	90	92
A+	95	100
B (Good (Consistent Grade Lvl Mastery))	83	84
B-	80	82
B+	85	89
C (Satisfactory (Making Progress))	73	74
C-	70	72
C+	75	79
D (Limited Progress)	63	64
D-	60	62

Scroll down and enter the scores into the **Low%** and **High%** fields for the remaining Marks.

Type 2 - Effort

Mark	Low%	High%
N (Needs improvement)	0	0
N-	0	0
N+	0	0
O (Outstanding)	0	0
O-	0	0
O+	0	0
S (Satisfactory)	0	0
S-	0	0
S+	0	0

Type 4 - Check Mark

Mark	Low%	High%
X	0	0

Type 5 - Other Comment Graded 1-5

Mark	Low%	High%
1	0	0
2	0	0
3	0	0
4	0	0
5	0	0

When done entering all marks click the mouse on the **Next** button.
All scores entered will display for the Marks.

Step 5
Load Grading Marks into
Mark 1
Grade 4

Gradebook	Range	Perc
0- Language Arts - Y	1-999	100%

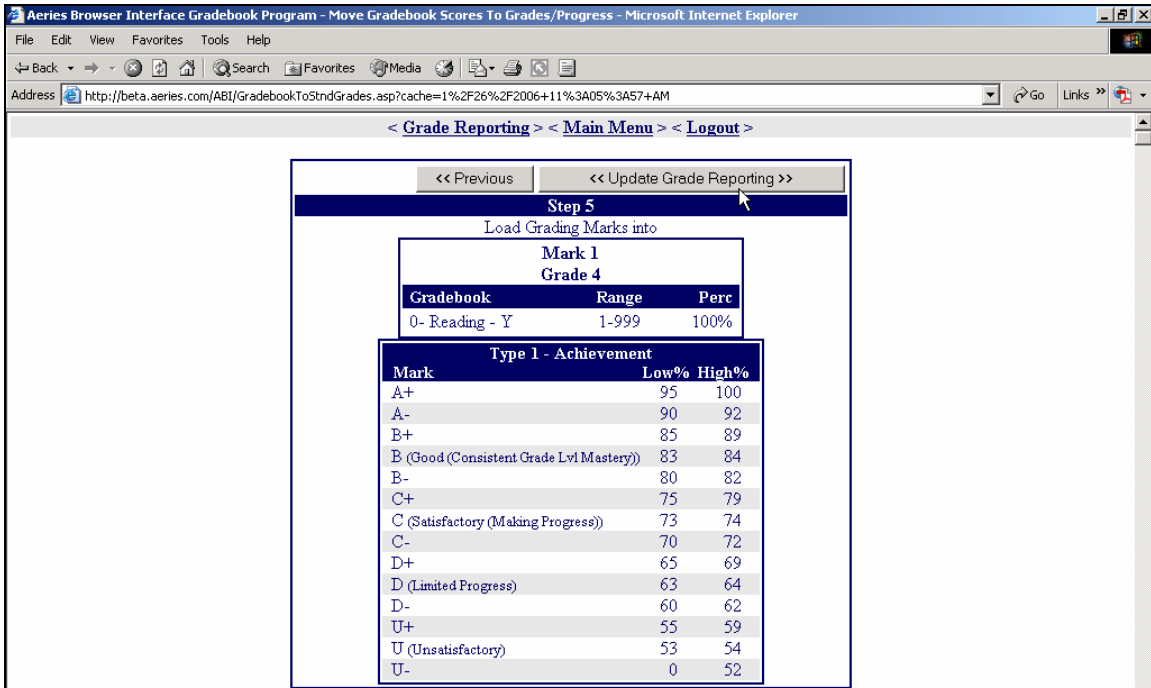
Type 1 - Achievement		
Mark	Low%	High%
A (Outstanding (Exemplary Mastery))	95	100
A-	92	94
A+	89	91
B (Good (Consistent Grade Lvl Mastery))	85	88
B-	80	84
B+	75	79
C (Satisfactory (Making Progress))	70	74
C-	65	69
C+	60	64
D (Limited Progress)	55	59
D-	50	54
D+	45	49
U (Unsatisfactory)	40	44
U-	35	39
U+	30	34

When complete **Scroll Down** and the student's who have marks will display.

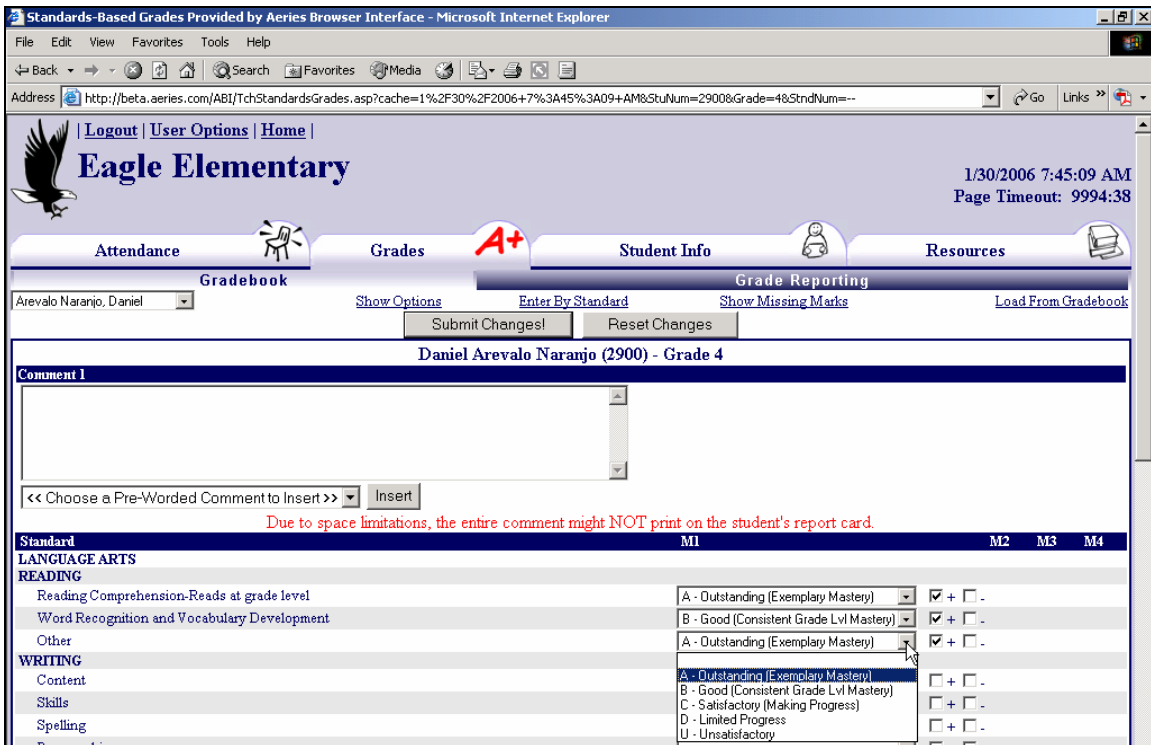
Kaufman, McKenzie N. (2993)

Standard	Reading - Y	Overall
LANGUAGE ARTS (1000)		
READING (1001)		
Reading Comprehension-Rea... (1002)	25.00 %	25.00 U-
Word Recognition and Voca... (1010)	NA	NA
Other (1015)	70.00 %	70.00 C-
WRITING (1200)		
Content (1201)	NA	NA
Skills (1205)	NA	NA
Spelling (1210)	NA	NA
Penmanship (1215)	NA	NA
LISTENING (1400)	Achievement	NA NA

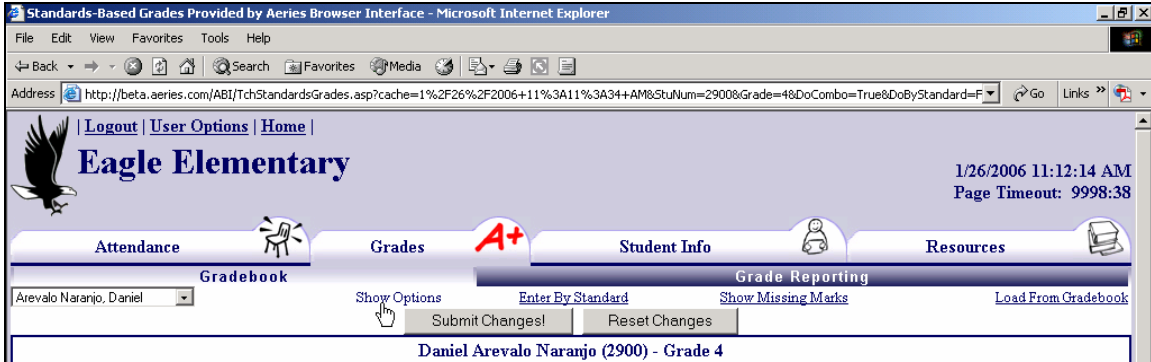
To update the marks from the gradebook into grade reporting click the mouse on the **Update Grade Reporting** button.



The **Grade Reporting** screen will now display marks entered into each standard for the Grade selected.



Selecting **Show Options** will change the screen layout from drop down selection to radio button selection.



The screen will now display radio buttons with all **Marks** available allowing you to click the mouse on the radio button to the left of the desired mark.

