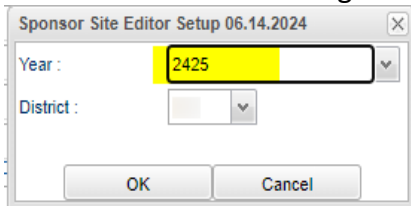


## How to Add the 10 Point Grading Scale in JCampus

1. Go to Sponsor Site Editor.
  - a) **System > Entry > Sponsor Site Editor**
2. Set "Year" 2425 in the setup box.
  - a) **DO NOT** make these changes to any previous years.



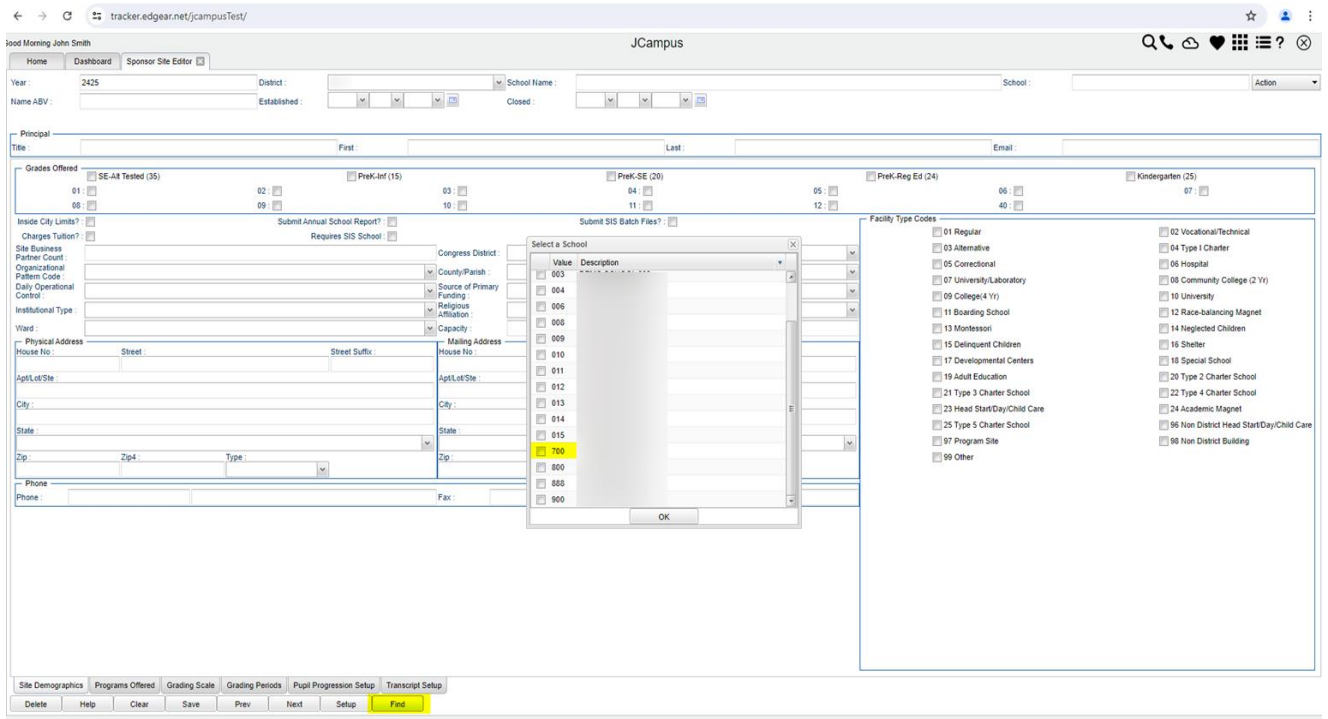
Sponsor Site Editor Setup 06.14.2024

Year : 2425

District :

OK Cancel

3. Click the **Find** button and select a site or site 700 which can be used as a template and later copied to other sites.



tracker.edgear.net/jcampusTest/

JCampus

Year: 2425 District: School Name: School: Action

Name ABV: Established: Closed:

Principal: Title: First: Last: Email:

Grades Offered:  SE-Alt Tested (35)  PreK-Inf (15)  PreK-SE (20)  PreK-Reg Ed (24)  Kindergarten (25)

01: 02: 03: 04: 05: 06: 07:  
08: 09: 10: 11: 12: 40:

Inside City Limits?  Submit Annual School Report?  Submit SIS Batch Files?

Charges Tuition?  Requires SIS School?

Site Business: Partner Count: Organizational Pattern Code: Daily Operational Control: Institutional Type: Ward: Physical Address: House No.: Street: Street Suffix: Mailing Address: House No.: Apt/Let/Ste: City: State: Zip: Zip4: Type: Phone: Fax:

County/Parish: Congress District: Source of Primary Funding: Religious Affiliation: Capacity:

Select a School

Value	Description
003	
004	
006	
008	
009	
010	
011	
012	
013	
014	
015	
700	
800	
850	
900	

Facility Type Codes

<input type="checkbox"/> 01 Regular	<input type="checkbox"/> 02 Vocational/Technical
<input type="checkbox"/> 03 Alternative	<input type="checkbox"/> 04 Type 1 Charter
<input type="checkbox"/> 05 Correctional	<input type="checkbox"/> 06 Hospital
<input type="checkbox"/> 07 University/Laboratory	<input type="checkbox"/> 08 Community College (2 Yr)
<input type="checkbox"/> 09 College (4 Yr)	<input type="checkbox"/> 10 University
<input type="checkbox"/> 11 Boarding School	<input type="checkbox"/> 12 Race-balancing Magnet
<input type="checkbox"/> 13 Monessori	<input type="checkbox"/> 14 Neglected Children
<input type="checkbox"/> 15 Delinquent Children	<input type="checkbox"/> 16 Shelter
<input type="checkbox"/> 17 Developmental Centers	<input type="checkbox"/> 18 Special School
<input type="checkbox"/> 19 Adult Education	<input type="checkbox"/> 20 Type 2 Charter School
<input type="checkbox"/> 21 Type 3 Charter School	<input type="checkbox"/> 22 Type 4 Charter School
<input type="checkbox"/> 24 Head Start/Day/Child Care	<input type="checkbox"/> 24 Academic Magnet
<input type="checkbox"/> 25 Type 5 Charter School	<input type="checkbox"/> 95 Non District Head Start/Day/Child Care
<input type="checkbox"/> 97 Program Site	<input type="checkbox"/> 98 Non District Building
<input type="checkbox"/> 99 Other	

Site Demographics Programs Offered Grading Scale Grading Periods Pupil Progression Setup Transcript Setup

Delete Help Clear Save Prev Next Setup **Find**

4. At the bottom of the screen, click on the “Grading Scale” tab. *If you already have a 10 point grade scale created, skip to step 9.*

The screenshot shows the 'Sponsor Site Editor' interface. At the top, there are navigation tabs: 'Home', 'Dashboard', and 'Sponsor Site Editor'. Below this are several input fields: 'Year' (2425), 'District', 'School Name', 'School', 'Name ABV', 'Established', and 'Closed'. A 'Principal' section contains fields for 'Title', 'First', 'Last', and 'Email'. The main content area has a 'Valid for Grades' section with 'Through' and 'Delete' buttons, and 'Standard Grading Scale' and 'Alternate Grading Scale' dropdowns. Below that is a table for 'Numeric Floors' with columns for 'Grade From', 'Grade Through', 'Minimum', and 'Maximum'. At the bottom, there are tabs for 'Site Demographics', 'Programs Offered', 'Grading Scale' (highlighted in yellow), 'Grading Periods', 'Pupil Progression Setup', and 'Transcript Setup'. A row of buttons includes 'Delete', 'Help', 'Clear', 'Save', 'Prev', 'Next', 'Setup', and 'Find'.

5. Click on the “Action” button in the top right corner.

This screenshot is identical to the previous one, but the 'Action' button in the top right corner is highlighted in yellow.

6. Select “Grading Scales Manager”.

The screenshot shows the 'Action' dropdown menu. The options are: 'Network Information', 'Copy from the current year to the next year', 'Copy to selected School site(s) for the current year', 'Print Site Demographics', 'New Numeric Floor', 'New Custom Grade Scale', 'Grading Scales Manager' (highlighted in yellow), and 'Course Weights Manager'.

7. Create a new Grading Scale.

- a) **DO NOT** change an existing grading scale because it will impact all previous courses that used that grading scale.
- b) Click in the "Grade Scale" name area and **type** the name of the new scale.

	Delete	Grade	Quality ...	Low Alpha	High Alp...	Low Nu...	High Nu...	Color	Ignore
1									<input type="checkbox"/>
2									<input type="checkbox"/>
3									<input type="checkbox"/>
4									<input type="checkbox"/>
5									<input type="checkbox"/>
6									<input type="checkbox"/>
7									<input type="checkbox"/>
8									<input type="checkbox"/>

- c) For the Post Type and Average Type use the same options that were used in the previous Standard Grading Scale.

	Delete	Grade	Quality ...	Low Alpha	High Alp...	Low Nu...	High Nu...	Color	Ignore
1									<input type="checkbox"/>
2									<input type="checkbox"/>
3									<input type="checkbox"/>
4									<input type="checkbox"/>
5									<input type="checkbox"/>
6									<input type="checkbox"/>
7									<input type="checkbox"/>
8									<input type="checkbox"/>

d) Check the same options that were used in the previous Standard Grading Scale.

Grade Scale Manager

Grade Scale :

Post Type :

Average Type :

Include in GPA  Active Status

Do Not Post Grades  Use for Sem or Final

	Delete	Grade	Quality ...	Low Alpha	High Alp...	Low Nu...	High Nu...	Color	Ignore
1									<input type="checkbox"/>
2									<input type="checkbox"/>
3									<input type="checkbox"/>
4									<input type="checkbox"/>
5									<input type="checkbox"/>
6									<input type="checkbox"/>
7									<input type="checkbox"/>
8									<input type="checkbox"/>

Save Delete Help Close

e) Below are the scale numbers.

	Delete	Grade	Quality Point	Low Alpha	High Alpha	Low Numeric	High Numeric	Color	Ignore
1									<input type="checkbox"/>
2		A	4	3.5	4	89.5	100 null,		<input type="checkbox"/>
3		B	3	2.5	3.499	79.5	89.499 null,		<input type="checkbox"/>
4		C	2	1.5	2.499	69.5	79.499 null,		<input type="checkbox"/>
5		D	1	1	1.499	59.5	69.499 null,		<input type="checkbox"/>
6		F	0	0	0.999	0	59.499 null,		<input type="checkbox"/>

f) Click Save at the bottom of the “Grade Scale Manager” window.

Grade Scale Manager

Grade Scale : **10 POINT SCALE**

Post Type : NUMERIC

Average Type : NUMERIC

Include in GPA  Active Status

Do Not Post Grades  Use for Sem or Final

	Delete	Grade	Quality Point	Low Alpha	High Alpha	Low Numeric	High Numeric	Color	Ignore
1									<input type="checkbox"/>
2		A	4	3.5	4	89.5	100 null,		<input type="checkbox"/>
3		B	3	2.5	3.499	79.5	89.499 null,		<input type="checkbox"/>
4		C	2	1.5	2.499	69.5	79.499 null,		<input type="checkbox"/>
5		D	1	1	1.499	59.5	69.499 null,		<input type="checkbox"/>
6		F	0	0	0.999	0	59.499 null,		<input type="checkbox"/>

Save Delete Help Close

g) Click Close at the bottom of the “Grade Scale Manager” window.

Grade Scale Manager

Grade Scale : 10 POINT SCALE

Post Type : NUMERIC

Average Type : NUMERIC

Include in GPA  Active Status

Do Not Post Grades  Use for Sem or Final

Delete	Grade	Quality Point	Low Alpha	High Alpha	Low Numeric	High Numeric	Color	Ignore
1								<input type="checkbox"/>
2	A	4	3.5	4	89.5	100	null,	<input type="checkbox"/>
3	B	3	2.5	3.499	79.5	89.499	null,	<input type="checkbox"/>
4	C	2	1.5	2.499	69.5	79.499	null,	<input type="checkbox"/>
5	D	1	1	1.499	59.5	69.499	null,	<input type="checkbox"/>
6	F	0	0	0.999	0	59.499	null,	<input type="checkbox"/>

Save Delete Help Close

8. The new 10 Point Scale is now available to be selected for grading scales as needed.

9. For the new Grading Scale to be applied, it must be selected in the “Standard Grading Scale” section of the Grading Scale tab for each applicable school.

a) **DO NOT** make these changes to any previous years.

Home Dashboard Sponsor Site Editor

Year : 2425 District : School Name :  
 Name ABV : s Established : Closed :

Principal  
 Title : DR First : CASSIDY

Valid for Grades : 01 Through : 08 Delete te

Standard Grading Scale : STATE 7 POINT SCALE Alternate Grading Scale : STATE 7 POINT SCALE

Default Weight : 9 Week Elementary

Valid for Grades : 00 Through : 00 Delete

Standard Grading Scale : SNU (V.1) Alternate Grading Scale : STATE 7 POINT SCALE

Default Weight : 9 Week Elementary

Delete

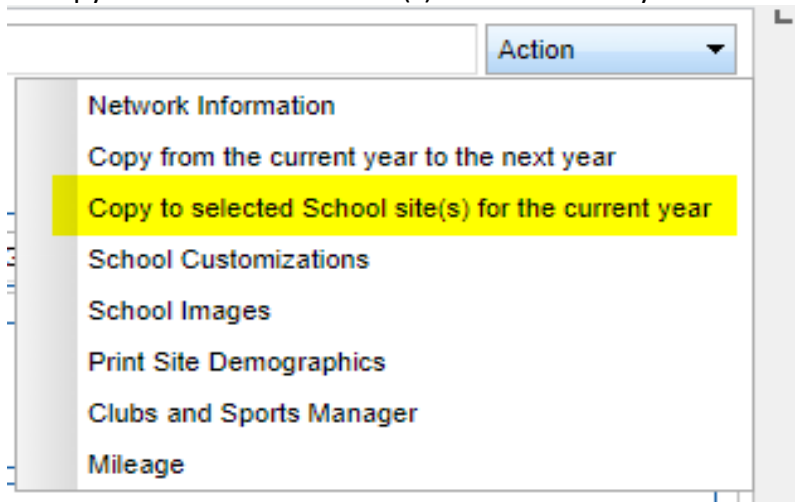
Numeric Floors

Grade From	Grade Through	Minimum	Maximum

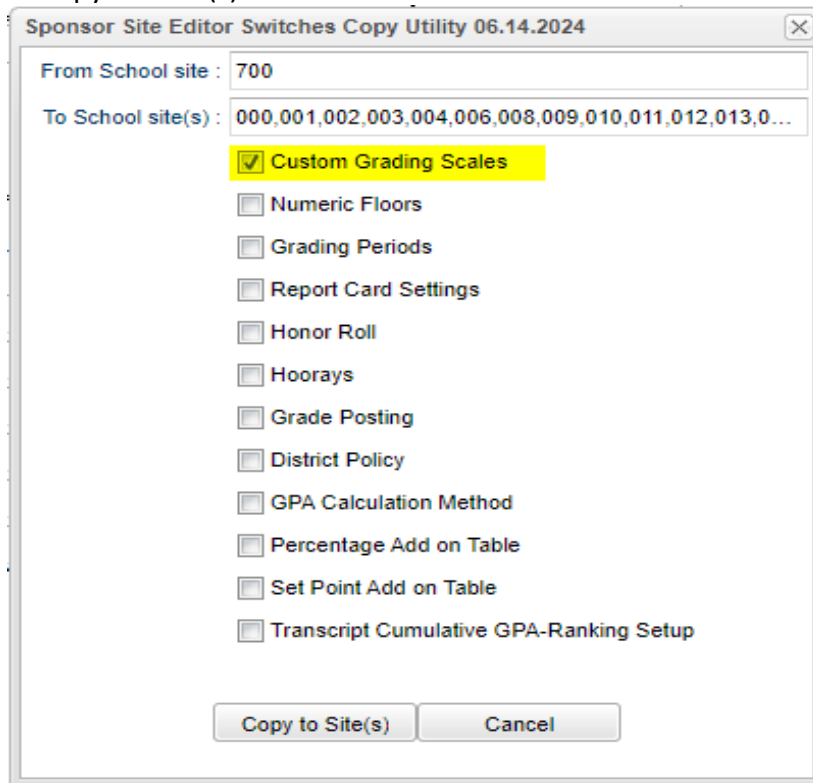
Site Demographics Programs Offered Grading Scale Grading Periods Pupil Progression Setup Transcript Setup

Delete Help Clear Save Prev Next Setup Find

10. Copy the new grading scale to other schools within the district.
- In the Grading Scale tab click the “Action” button in the top right corner.
  - Click “Copy to selected School site(s) for the current year.”



- Select the schools you want to add the grading scales to.
- Check the “Custom Grading Scales” box.
- Click “Copy to Sites(s)” button.



- A pop up will appear that says, “Switches records copied”.
- Check the selected schools to confirm update.