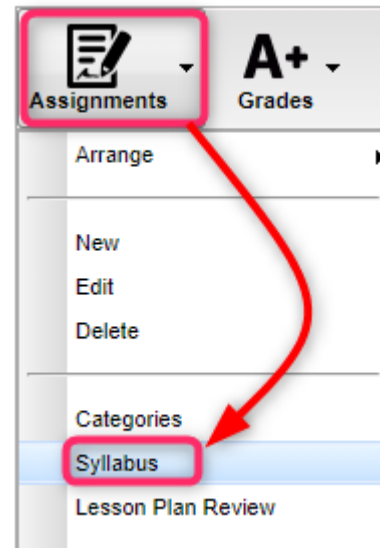


## How to Fix Wrong Grade Type in Classroom (Gradebook)

If the assignments in your gradebook have the wrong grade type, the steps below will show how to realign the assignments to the correct grade type.

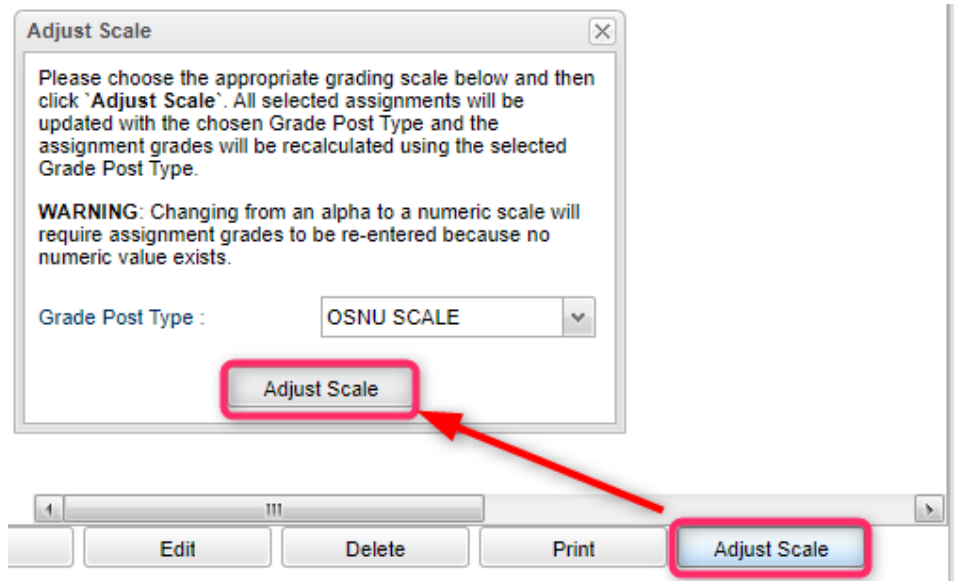
1. Open the section with wrong grade types in Classroom (Gradebook).
2. Click the “**Assignments**” icon in menu bar.
3. Click “**Syllabus**”.




4. Select all assignments with wrong “**Grade Post Type**”
  - a. In example below, “Grade Post Type” should be “OSNU Scale”, but is incorrectly set to “State Standard”.





Assignment Syllabus									
	<input checked="" type="checkbox"/>	Assignment	Category	Grade Post Type	Maxi... Points	Bonus Points	Weight	Date Taught From	Da Ta
1	<input checked="" type="checkbox"/>	Bellringer 2	Minor Assessments 1,3	STATE STANDARD	100	0	40	2022-09-09	2022
2	<input checked="" type="checkbox"/>	Bellringer 1	Minor Assessments 1,3	STATE STANDARD	100	0	40	2022-08-26	2022
3	<input checked="" type="checkbox"/>	Notes	Participation 1,3	STATE STANDARD	100	0	10	2022-08-16	2022
4	<input checked="" type="checkbox"/>	About Me	Minor Assessments 1,3	STATE STANDARD	100	0	40	2022-08-09	2022

5. At bottom right, click the “**Adjust Scale**” button, then select “**Adjust Scale**” again.



6. A “Contacting Server” message will be displayed for a short time while adjustments are made and assignments are updated.
7. When done, you will be returned to the syllabus, but the assignments will now have the correct **Grade Post Type**.
  - a. All student assignment grades will be adjusted to match.

Assignment Syllabus  ✕

	<input type="checkbox"/>	Assignment	Category	Grade Post Type	Maxi... Points	Bonus Points	Weight	Date Taught From	Da Ta
1	<input type="checkbox"/>	Bellringer 2	Minor Assessments 1,3	OSNU SCALE 	100	0	40	2022-09-09	2022
2	<input type="checkbox"/>	Bellringer 1	Minor Assessments 1,3	OSNU SCALE 	100	0	40	2022-08-26	2022
3	<input type="checkbox"/>	Notes	Participation 1,3	OSNU SCALE 	100	0	10	2022-08-16	2022
4	<input type="checkbox"/>	About Me	Minor Assessments 1,3	OSNU SCALE 	100	0	40	2022-08-09	2022

8. Close the syllabus by clicking the little “x” in the upper right.
9. **Repeat for any sections with the wrong Grade Post Type.**