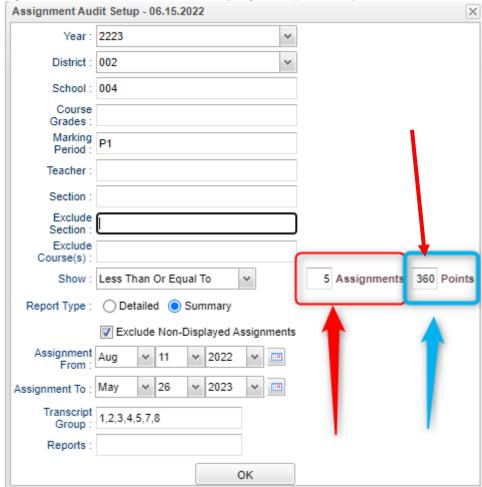
Allen Parish Administrator JCampus Update - Aug 1, 2022

- 1. Email Teachers if x number of grades are not posted by certain date(s) for progress reports and report cards.
 - a. **Assignment Audit**: Will deliver report to teachers and administrators for any class where x number of assignments are not present for a given date(s)
 - b. High Schools: Points lower than 360 (progress report or report card, or both?)



- c. Number of assignments, dates for this to run and other settings need to be configured.
- 2. If teachers do not have the required number of minimum grades in JCampus at progress report / report card time:
 - a. Using Assignment audit report, the school would go into Post Grades Master or Post Grades by Student and mark grade(s) as an "I" for incomplete for the grading period.
- 3. When over 50% of the class fails an assignment:
 - a. Add ANS #94, 50% fail on assignment to administrators and teacher
- 4. TIP: When doing walk thru's and observations, visit the "Graphs" tab to get good data on how things are going in the class.
- 5. Communication: Click the "Phone" icon to start messages to students.
 - a. Bus: Use "all" when sending to a particular bus. Will cover whether they ride in morning or afternoon.