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	1	Ļ.			-		Coll BUS	of Business & Admin UGRD - N Undeclared	Sophomore	
	2	Ţ.			-		Coll Pre-	Letters, Arts & Sci UGRD - Business	Sophomore	
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s	croll	Агеа						Find 🛛 First 🚺 1-42 of	42 🛯 Last	through the bubble grading
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_	O	A © /	A- ⊚ B	⊚B+ ⊚B- ⊚C ⊚	c+ ⊚ c	C- ⊚ D	C	) D+ ⊚ D- ⊚ F ⊚ I		
	rop D	own Grad	ling 💷						Date of Last	
		FERPA	ID	Name	Prefer Name	red Ros Gra	ster ide	F Grade Attendance Record	Academic Activity or Atten hce	If you enter a failing (F) grade you must
	1	÷.	101881363	Z9Records,Z9Freddy		F	•	Never Attended 🔻		also complete the
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	3	Ţ	100566079	Z9Records,Z9Tracy Lynn		F	•	Attended Until	09/27/2011	B

lerm:	2147	Fall 2014		
Instructor ID:				
Class Nbr:	10667	Business Statistics		
ATTACH FILE		RETURN TO ROS	STER	
Roster file must be in	CSV format	t and should not contain a l	header row. Th	e roster file should
only include two colu	mns: Studer	nt ID Number (9 digit ID num	ber) and the st	tudent grade. The

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Instructor Grade Access: Display Options: Grade Roster Type Display Unassigned Ros	ter Grade Only	Post Grades Final Grade	Grade R *Appro (To c drop	oster Act oval Statu hange th down and	Grading Information/Deadl ion: us Approved <b>v</b> sav e Approval Status, select from the d press Save)	e	Once your grades are entered, select <b>"Approved"</b> and click <b>save</b> .
Grades for this class are app by selecting the SAVE box t After saving the "Approved" s If the grades are NOT ready t DROP DOWN GRADI	proved and react to the right of the status, select the for posting, che ING BUBBL	dy for po he status he POS <sup>®</sup> ange the E GRADI	sting to the s box(if you I T button to in approval sta NG UPLO	students' have not o mmediate atus to "N AD GRAD	record. Please confirm the "Appro done so already). ely post grades. lot Reviewed". DES SAVE PO	ved" status	The final step to submit your grades is to post the grades by clicking <b>POST.</b>
FERPA ID	Name	Roster Grade	Status Note	Official Grade	Program and Plan	Level	
		в-			Coll Engineering & AppSci UGRD - Computer Science	Senior	
42 📮		в+			Coll of Business & Admin UGRD - BUSN Undeclared	Sophomore	
View All     Image: Download       Select All     Clear All       notify selected students	M M <sub>Rows</sub> 4	41 - 42 of	42 № M	_	<u>Printer Friend</u>	lly Version	
Post Confirmation The grades will be posted to the OK Cancel	e student recor	ds and th	nat once grad	des are p	osted all changes require a Grade C	hange Request.	After you have posted your grades, you will be asked to confirm. Click <b>OK</b> .

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Days and Times	Room	Room Capa	city Instructor	Instructors Email Addresses	Dates
We 8:00AM- 10:40AM	DWIR 103	48			-
					12/20/2014
Grade Roster Type	ed Roster Grade	Final Only <sup>Grade</sup>	(To change the Ap drop down and pre	proval Status, select from the ss Save)	
he roster has been po	osted and chan	ges can only be	made through the Grad	le Change Process.	
DROP DOWN	GRADING	BUBBLE GRADI	NG UPLOAD GRADES	S	

Grades have now been posted (submitted).

Grades can only be changed through an official Grade Change Process / Form after posting.