

# Accessing Gradebook in Parent Portal

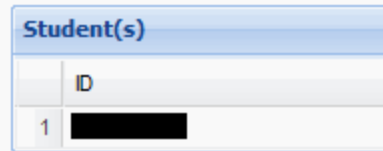
How to access the Gradebook option  
to view assignments and grades

# Gradebook Option

- Gradebook is only available for parents to view if they have a student in the Middle or High School
- Once you have logged in and you are on the Home page of your account, follow the directions for accessing assignments in the Gradebook option.

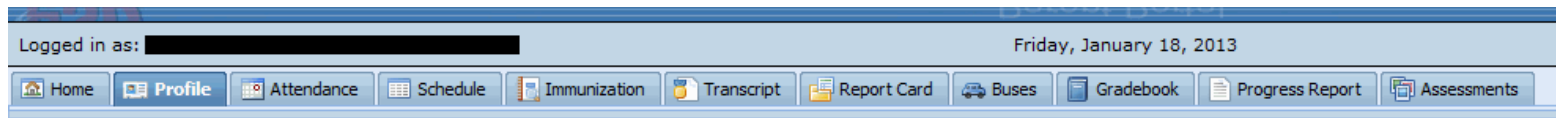
# Select your student to view

- Select your student

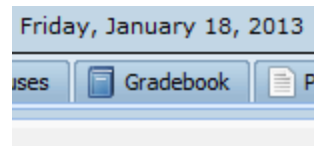


Student(s)	
	ID
1	[REDACTED]

- Once this happens you are given choices
  - Remember, you see more choices for students in Middle and High Schools.

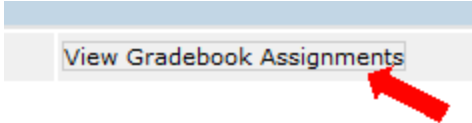


- Select “Gradebook”



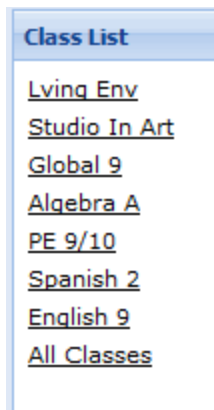
# To View Assignments

- The select “View Assignments”



View Gradebook Assignments

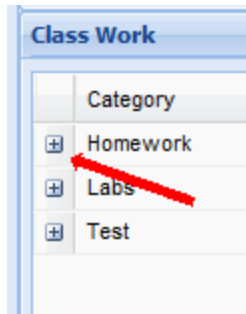
- A list of classes will appear on the left-side



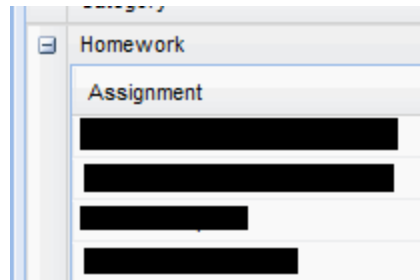
- Select the class you would like to view

# To View Assignments

- Once the class has been selected, you then see the main grading categories
  - To view the individual assignments, you then click the + symbol



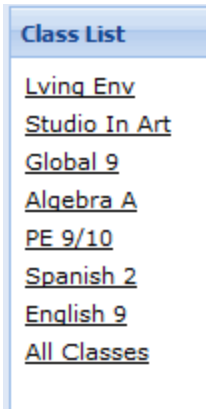
- The category will then expand to show the assignments



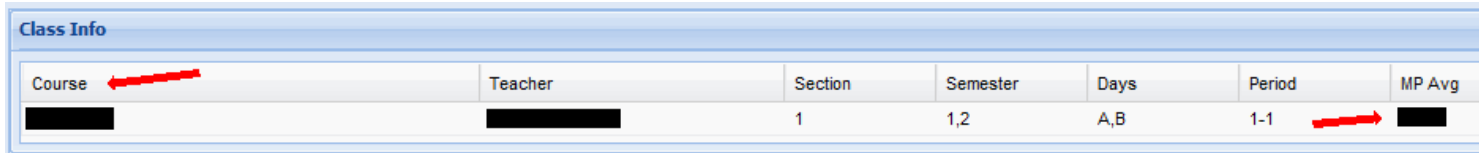
# Overall Marking Period Average

- The current, running Marking Period Average for a course is located in the “Class Info”

– Select the class



– Then look in the “Class Info” row for “MP Avg”



A screenshot of a 'Class Info' table. The table has the following columns: Course, Teacher, Section, Semester, Days, Period, and MP Avg. The data row shows: Course (red arrow pointing to the cell), Teacher (redacted), Section (1), Semester (1,2), Days (A,B), Period (1-1, red arrow pointing to the cell), and MP Avg (redacted).

Course	Teacher	Section	Semester	Days	Period	MP Avg
		1	1,2	A,B	1-1	