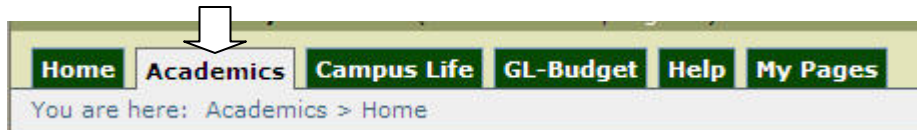
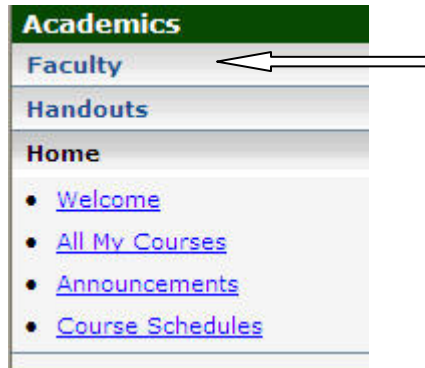


Enabling Mid-Term Grades

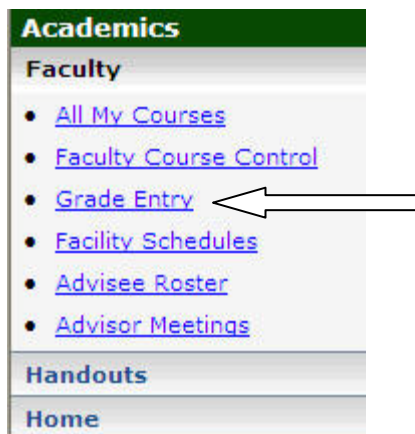
1) Once signed in click on the “Academics” tab.



2) From here click on the “Faculty” button on the left-hand navigation bar.



3) Next, from within the Faculty subheading, click “Grade Entry”.




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4) Now click on “Setup”



5) To make sure that your mid-term grades will display, verify that the “Use Midterms” box is checked and select “Save” at the bottom of the screen

Use Midterms:

 Allows the user to turn on/off the display/use of midterm grades.