readinglevels

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Reading Levels

Grade Reporting > Maintenance > Gradebook Options > District > Reading Levels

This tab allows you to create a list of district-defined reading levels. Instructors can select a reading level on the Cycle Grades page in txGradebook in order to set custom reading levels for students in elementary English language arts courses (i.e., courses that have an E⇐ service ID type).

Update data:

If reading level data already exists, the data is displayed.

If no levels exist, a blank row is displayed. Otherwise, click **+Add** to add a blank row.

Field	Description
Code	Type a one-character reading level code.
Description	Type a description of the reading level code, up to 30 characters.

To edit a description, type over the existing data.

You cannot edit a reading level code that is being used in txGradebook, but you can edit the description.

Click **Save**.

Other functions and features:

🗑 Delete a row.

1. Click 🗑 to delete a row. The row is shaded red to indicate that it will be deleted when the record is saved. You can select multiple rows to be deleted at the same time.

2. Click **Save**. You are prompted to confirm that you want to delete the row. Click **Yes** to continue. Otherwise, click **No**.

You can save edits and delete records in the same step (i.e., the changes are all committed when the record is saved).

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