

Cycle Midpoint

Student

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The following tasks must be done halfway through each grade reporting cycle (e.g., IPRs).

Task	Resource		
Grade Reporting			
☐ Compute attendance data for grade-course records and post absences. Run before printing IPRs.	☐ SGR1800 - Compute Attendance in Course Records		
☐ Update comments for IPRs.	NOTE: IPRs use report card messages. Secondary campuses: Grade Reporting > Maintenance > Tables > Grade Reporting Tables > Rpt Card Messages Elementary campuses: Grade Reporting > Maintenance > Tables > Grade Reporting Tables > Rpt Card Msg Elementary Or, instructors can enter comments in txGradebook.		
☐ Print and distribute IPRs.	☐ SGR1160 - Interim Progress Report Or, teachers can print IPRs from txGradebook.		



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