Parameters

Table of Contents

Parameters

Grade Reporting > Maintenance > Tables > Campus Control Options > Parameters

This tab allows you to set campus grade reporting options for the current school year.

Update data:

❏ Under **Options**:

The following settings apply to the entire campus (all tracks):

Current Semester	Select the current semester.
Current Cycle	Select the current grading cycle in the current semester.
Low Grade Level	Select the low grade level for grade reporting.
High Grade Level	Select the high grade level for grade reporting.
Type of Grading	Indicate if the the campus uses alpha or numeric grades in computing grade averages. If both are used, select *Numeric*.
Beginning Period	Type the first period of the day for grade reporting using two digits (e.g., 01).
Ending Period	Type the last period of the day for grade reporting, using two digits (e.g., 08).
Nbr of Reporting Semesters	Select the number of semesters the campus uses for grade reporting. The number cannot exceed the district maximum (i.e., **Reporting Semesters** on Grade Reporting > Maintenance > Tables > District Control Table). This setting applies to *every* track at the campus, and determines which **Semester # Cycle #** end date fields are enabled below in the **Track End Dates** section.
Nbr of Cycles Per Semester	Select the number of grade reporting cycles per semester. This setting applies to *every* track at the campus, and determines which **Semester # Cycle #** end date fields are enabled below in the **Track End Dates** section.
Date School Started COVID-19	Enter the first date that the campus was closed due to COVID-19. • The date must be valid membership date. It cannot be the first/last day of school, inservice, weekend, or holiday. • If the start date contains a value, additional **COVID-19 Options** field are displayed. **NOTE:** The semester-cycle that COVID-19 starts is calculated by using the **Track End Dates**. The field is only displayed for the 2019-2020 school year.

NOTE:ParentPortal alerts are sent out based on the **Current Semester** and **Current Cycle** set on this page.

❏ Under **Track End Dates**:

Track	Select an attendance track to set up grade reporting cycle end dates for that track.
Semester # **Cycle #**	In the **Cycle #** fields for each **Semester**, type the end dates for each grading cycle in the MMDDYYYY format. Edits: Two-semester, two-cycle campus: • End date for semester 1-cycle 2 must match the last membership day in semester 1 in the attendance calendar for that track. • End date for semester 2-cycle 2 must match the last day of school for that track. Two-semester, three-cycle campus: • End date for semester 1-cycle 3 must match the last membership day in semester 1 in the attendance calendar for that track. • End date for semester 2-cycle 3 must match the last day of school for that track. Four-semester, one-cycle campus: • End date for semester 2-cycle 1 must match the last membership day in semester 1 in the attendance calendar for that track. • End date for semester 4-cycle 1 must match the last day of school for that track. **WARNING:** If you change a cycle date and it no longer matches the Grade Reporting calendar, TeacherPortal 's working semester averages could be adversely affected.

❏ Click **Save**.

Back Cover