



Auto Assign Grades and Citizenship

Table of Contents

Auto Assign Grades and Citizenship 1

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Grade Reporting > Utilities > Auto Assign Grades and Citizenship

This utility assigns course grades or citizenship grades for all active students enrolled in courses with no withdrawal dates.

NOTE: In txGradebook, auto grades are automatically displayed, even if you do not run the utility.

Update data:

Field	Description
Post	<p>Grades If selected, the program uses the Auto Grd field in the district master schedule. Records are updated for students enrolled in courses with an auto grade value. The value is assigned to students who have a blank grade for the selected Semester and Cycle.</p> <p>If Blank out Semester/Final on Grade Change or Remove Credit on Grade Change is selected on Maintenance > Tables > Campus Control Options > Computation, the semester grades, final grades, and/or credits are cleared when records are updated.</p>
	<p>Citizenship If selected, the Auto Citizenship and Citizenship Grade fields on Maintenance > Tables > Campus Control Options > Posting are used. If Auto Citizenship is selected and a valid Citizenship Grade exists, the utility updates all blank citizenship grades for all students for the selected Semester and Cycle.</p>
Semester	Select the semester. The Cycle fields are displayed.
Cycle	The fields are not displayed until a semester is selected. Select a cycle.

Click **Execute**. A message is displayed when the process is complete.

The Print Report button is enabled after you have executed the process. Click Print Report to view the report. The report opens in another window. Review, save, or print the report.



Back Cover