

# Grade Verification

Only verify your grades after you have made sure that your students are in the correct classes, your grades are accurate, and there are no blank grades.

Grade verification is only required for the classes you give grades for. You do not need to verify grades for AM/PM attendance, Academic Success, or Advisory classes.

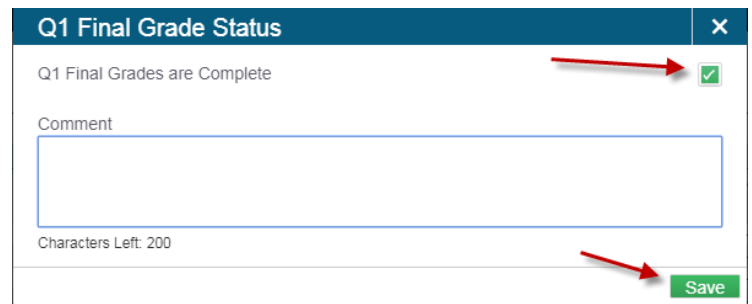
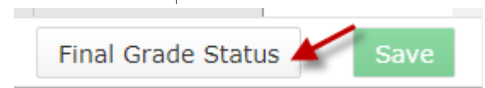
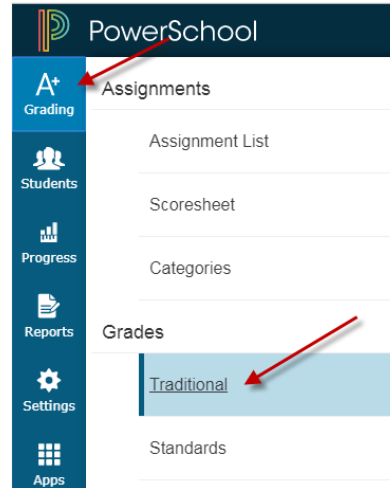
Change to the Traditional Grades page by clicking on Grading, then 'Traditional' under the Grades section.

In the bottom-right corner of the page click the button for 'Final Grade Status'.

Check the box that your grades are complete, enter a comment if you desire. This comment will be viewable to the principal or secretary.

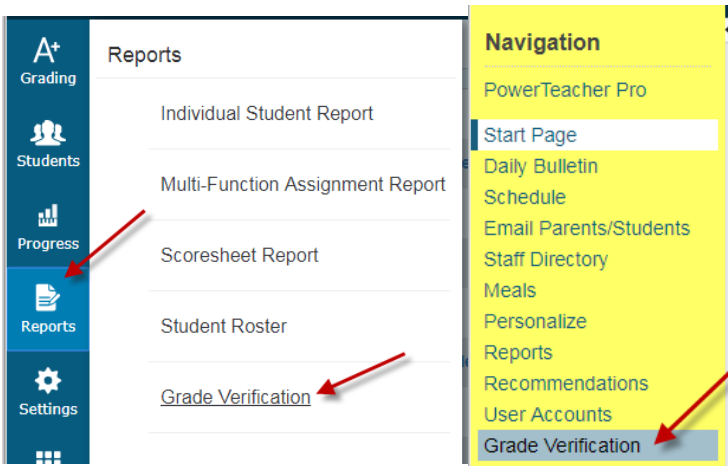
Click SAVE!

Once you have clicked save you'll see a green check mark, your grades have been verified!



After you verify your grades you can check to make sure that you did not miss any classes by going to the Grade Verification page in either PowerTeacher (where you take attendance) or PowerTeacher Pro (the Gradebook).

This is useful for those of you who have many classes.



## Grade Verification S1

Exp	Course	Term	Storecode	Verified	Date Verified	Note
1(A)	Reading 1704 1000000	21	21	●	10/07/2017	
2(A)	Foundations of Tech & Engineering	21		●		
3(A)	Design & Fabrication 1	21		●		
3(A)	Design & Fabrication 2	21		●		
1(A)	Reading 1704 1000000	21		●		
2(A)	Foundations of Tech & Engineering	21		●		
3(A)	Design & Fabrication 2	21		●		