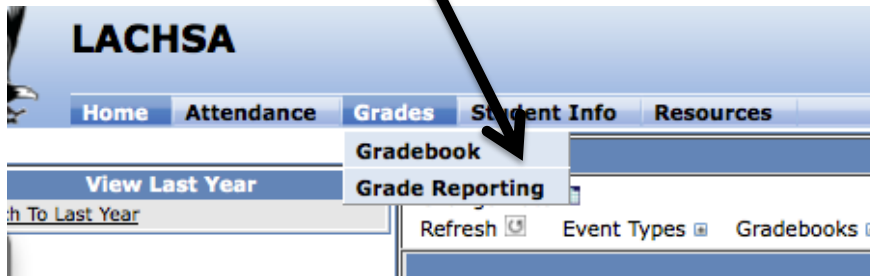
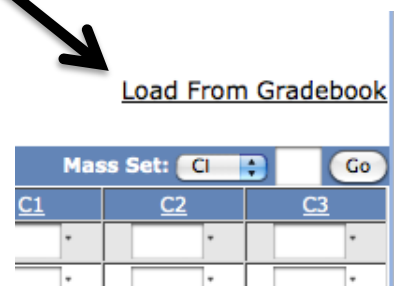


How to Load Grades to Grade Reporting for Progress Reports

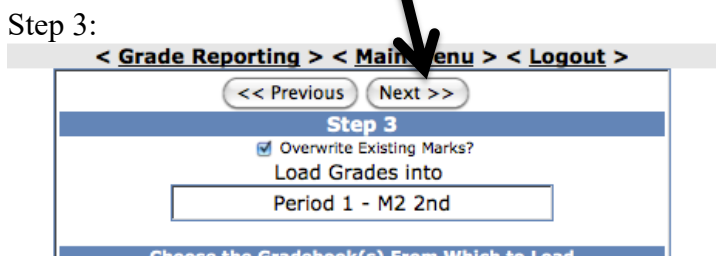
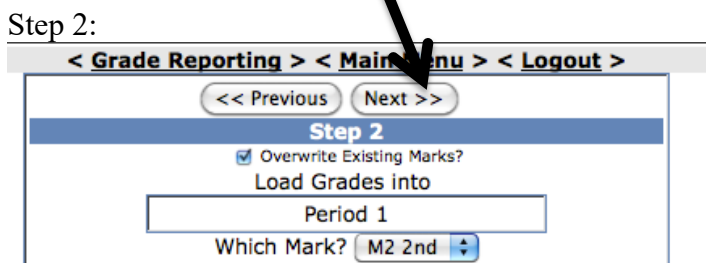
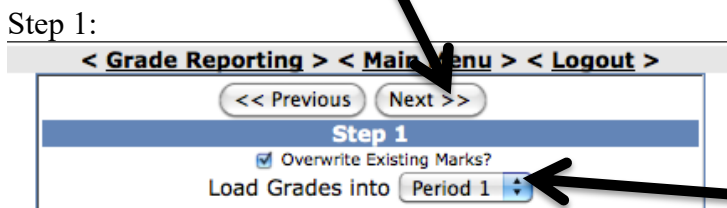
- 1) Log into your ABI
- 2) Click on Grades and Gradebook



- 3) In the top right corner select “Load From Gradebook”

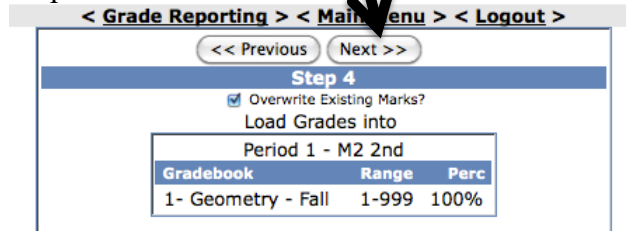


- 4) Select “Next” for Steps 1-4



If you are overriding grades that were previously entered make sure this box is checked for each step you click Next

Step 4:



< [Grade Reporting](#) > < [Main Menu](#) > < [Logout](#) >

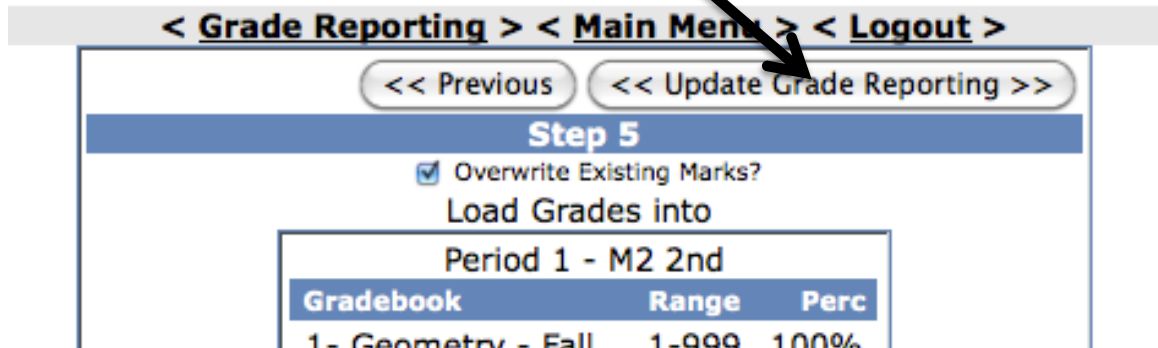
<< Previous Next >>

Step 4

Overwrite Existing Marks?
Load Grades into

Period 1 - M2 2nd		
Gradebook	Range	Perc
1- Geometry - Fall	1-999	100%

5) Select <<Update Grade Report >> for Step 5



< [Grade Reporting](#) > < [Main Menu](#) > < [Logout](#) >

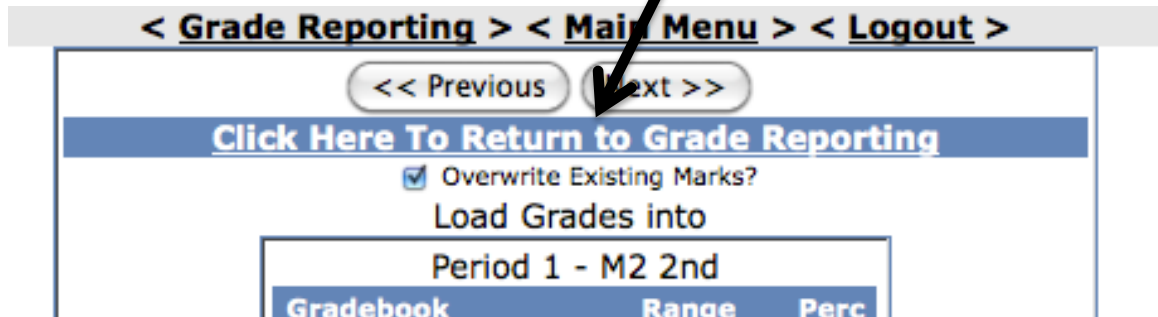
<< Previous << Update Grade Reporting >>

Step 5

Overwrite Existing Marks?
Load Grades into

Period 1 - M2 2nd		
Gradebook	Range	Perc
1- Geometry - Fall	1-999	100%

6) Select "Click Here to Return to Grade Reporting"



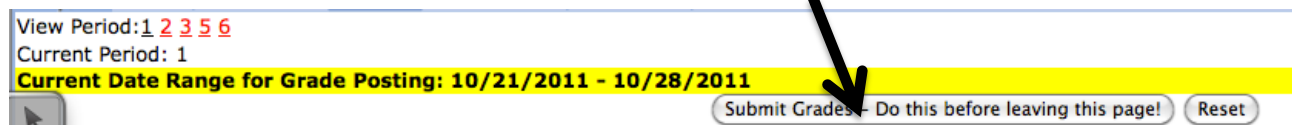
< [Grade Reporting](#) > < [Main Menu](#) > < [Logout](#) >

<< Previous Click Here To Return to Grade Reporting Next >>

Overwrite Existing Marks?
Load Grades into

Period 1 - M2 2nd		
Gradebook	Range	Perc
1- Geometry - Fall	1-999	100%

6) Click "Submit Grades" before leaving the page so that the number for the Period turns black



View Period: [1](#) [2](#) [3](#) [5](#) [6](#)
Current Period: 1
Current Date Range for Grade Posting: 10/21/2011 - 10/28/2011

[Submit Grades](#) - Do this before leaving this page! [Reset](#)