## Creating a Grading Scheme

## **Grading Schemes**

## Students > Grades > Setup > Grading Schemes

Grading Schemes are the values that are used to report student achievement. These can be alpha or numeric. The system has a built in scheme of "Numeric" which is the traditional 100 point grading model. The system allows the school to build their own custom schemes to meet their needs.

To create a Grading Scheme:

- Go to Students > Grades > Setup > Grading Schemes
- Click Add Scheme
- Name enter what the scheme will be called
- Number of Symbols define the number of values to be allowed
- Click Create
- Click **Edit Identifier** to map the symbols
  - Enter the Character Value this is the symbol that will be used in Gradebook and for grade reporting
  - o Define the **Numeric Value** this is the score on a 100 point scale
  - Define the Range Minimum and Range Maximum this is the range from 0-100 represented by the Character Value
  - o Repeat for each.
  - o The Range Min and Max for all Characters must cover 0-100.
- Click Save

