

Submitting Grades through Faculty Course Control

1. Faculty tab

2. Under Faculty Course Control – choose Grade Entry for your course

3. Or go to Grade Entry Portlet and click on View Course List

4. Click on the course to grade

5. Add Grade

6. Add Last Date of Attendance

7. Click Save to submit

Faculty tab



Submitting Grades through Faculty Course Control

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- Faculty Schedules
- Faculty Course Control
- Forms and Handouts
- Grade Entry
- Course Authorization

Faculty Announcements

- Advisor
- Advisor CX Degree Audit

Training

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- Faculty Association
- Online Learning - Faculty
- Context Manager
- Usage Statistics

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- Early Alert Messages

- USF Homepage
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Faculty

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- Rearrange

Faculty Schedules

To Search for Faculty Schedules, click on the Course Facilities Search link

[Course Facilities Search.](#)

Faculty Course Control

[Admin this portlet](#)

Course List for Veda Iverson

- [View More Options](#)
- [View My Faculty Schedule](#)

Fall - 2014		
Course	Title	Go Directly To
SDV100-A	The USF Experience	Select Area ... Select Area ... Course Details Class List Grade Entry Textbooks

Forms and Handouts

[Add a Handout](#)

- Advising Forms**
- [Academic Advising Plan \(.pdf, 73K\)](#)
- [Advising Schedule- Blank \(.xlsx, 11K\)](#)
- [Referral Information \(.pdf, 246K\)](#)
- [4 year Plan \(.xlsx, 12K\)](#)
- [Semester Registration Form \(.docx, 16K\)](#)
- [Advising a student who is receiving a music scholarship \(.pdf, 185K\)](#)
- [Music Scholarship Information \(.pdf, 17K\)](#)
- [Math Advising \(.pdf, 75K\)](#)
- [Financial Aid Information on Scholarship Requirements \(.docx, 11K\)](#)
- [Advisor FAQs: Math Pre-reqs and Math Placement Exam \(.docx, 25K\)](#)
- Handouts**

Course Authorization

Set Options [Admin this portlet](#)

Students may be authorized to register for a course even if the course is full or meet a requisite or has a schedule conflict. Click on a course to view authorization for that course.

Term:

Course:

Program:

Faculty: Veda Iverson		
Course	Catalog	Total Authorizations
SDV100-A	UG13	0

[Course List](#)

Grade Entry

Setup [View Course List](#)

Faculty tab



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Access Options Settings Layout Rearrange

Faculty Schedules

Under Faculty Course Control

Faculty Course Control

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Course List for Veda Iverson

[View More Options](#) [View My Faculty Schedule](#)

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Course	Title	Go Directly To
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Course Authorization

Set Options [Admin this portlet](#)

Students may be authorized to register for a course even if the course is full or meet a requisite or has a schedule conflict. Click on a course to view authorization for that course.

Term: FA 2014
Course: All
Program:

Faculty: Veda Iverson		
Course	Catalog	Total Authorizations
SDV100-A	UG13	0

[Course List](#)

Grade Entry

Setup [View Course List](#)

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Quick Links

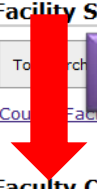
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Faculty Schedules

Under Faculty Course Control



Faculty Course Control

Admin this portlet

Course List for Veda Iverson

- View More Options
- View My Faculty Schedule

Fall - 2014		
Course	Title	Go Directly To
SDV100-A	The USF Experience	Select Area ...
		Select Area ...
		Course Details
		Class List
		Grade Entry
		Textbooks

Choose Grade Entry



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Course Authorization

Set Options

Admin this portlet

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Term: FA 2014

Course: All

Program:

Faculty: Veda Iverson

Course	Catalog	Total Authorizations
SDV100-A	UG13	0

Course List

View Course List

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Course List for Veda Iverson

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[View My Faculty Schedule](#)

Fall - 2014		
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		Select Area ...
		Course Details
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Or go to Grade Entry and click on View Course List

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Course Authorization

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Term: FA 2014
Course: All
Program:

Grade Entry

Setup

[View Course List](#)



You are here: Faculty > Faculty Home

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Grade Entry

Setup

Grade Entry > Grading Course List

Course List for: Veda Iverson

To enter/change grades, first select a Course Program and Term, and click the Search button. When the list of courses has been displayed, click on a course title to s

Search Criteria:

Course Program dropdown menu

Term: FA 2014 dropdown menu

Click on the course to grade



Course	Catalog	Title	Cr Hrs	Clock Hrs	Grading Period Open?	
					Midterm	Final
SDV100-A	UG13	The USF Experience	1.00	0.00	Y	N

Faculty Course Control

[Faculty Course Control](#) > Update Student Grades

SDV100-A The USF Experience - Update Student Grades

Student List for: Undergraduate Program Fall - 2014 SDV100-A The USF Experience 

Catalog: UG13

Instructors: Heckenlaible, Anna

Cross-listed Courses:

Course Grading Type: Pass/No Credit Option Default Grade: Select... Set Default Grade

If the grading period is open and you have permission to enter grades, the default grade you select will be applied to students that have no grade and that have a grading type that matches. Please note that the midterm grading type is not displayed on this screen, but if it is available, it is compared to the course grading type to determine whether or not to apply the selected default grade.

Default Last Date of Attendance: 10/22/2014 Set Default LDoA

The default date you select will be applied to students that have no last date of attendance.

The Grading Type for students will only be displayed if it is different than the Course Grading Type.

FERPA Restr.	Student	ID	Grad?	Midterm Grade	Grading Type	Cr Hrs	Last Date of Attendance	Clock Hrs	Absences
				Select...		1	<input type="text"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
				Select...		1	<input type="text"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
				Select...		1	<input type="text"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
				Select...		1	<input type="text"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
				Select...	Withdrew From Course	1	<input type="text"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
				Select...		1	<input type="text"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
				Select...		1	<input type="text"/>	<input type="text" value="0"/>	<input type="text" value="0"/>

Save Cancel

If you want to change courses-choose from the list .

Faculty Course Control

[Faculty Course Control](#) > Update Student Grades

SDV100-A The USF Experience - Update Student Grades

Student List for: Undergraduate Program Fall - 2014 SDV100-A The USF Experience ▾

Catalog: UG13

Instructors: Heckenlaible, Anna

Cross-listed Courses:

Course Grading Type: Pass/No Credit Option Default Grade: Select...

Optional setting



If the grading period is open and you have permission to enter grades, the default grade you select will be applied to students that have no grade and that have a grading type that matches. Please note that the midterm grading type is not displayed on this screen, but if it is available, it is compared to the course grading type to determine whether or not to apply the selected default grade.

Default Last Date of Attendance: 10/22/2014

The default date you select will be applied to students that have no last date of attendance.

The Grading Type for students will only be displayed if it is different than the Course Grading Type.

FERPA Restr.	Student	ID	Grad?	Midterm Grade	Grading Type	Cr Hrs	Last Date of Attendance	Clock Hrs	Absences
			Select... ▾			1	<input type="text"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
			Select... ▾			1	<input type="text"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
			Select... ▾			1	<input type="text"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
			Select... ▾			1	<input type="text"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
			Select... ▾		Withdrew From Course	1	<input type="text"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
			Select... ▾			1	<input type="text"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
			Select... ▾			1	<input type="text"/>	<input type="text" value="0"/>	<input type="text" value="0"/>

Faculty Course Control

[Faculty Course Control](#) > Update Student Grades

SDV100-A The USF Experience - Update Student Grades

Student List for: Undergraduate Program Fall - 2014 SDV100-A The USF Experience ▾

Catalog: UG13

Instructors: Heckenlaible, Anna

Cross-listed Courses:

Course Grading Type: Pass/No Credit/Withdrawal Default Grade: Select...

If the grading period is open and you have previously entered grades for students that have no grade and that have a grading type that matches the course grading type, the system will apply the selected default grade to those students. Please note that the midterm grading type is not used to determine whether or not to apply the selected default grade.

Default Last Date of Attendance: 10/22/2014

The default date you select will be applied to students that have no last date of attendance.

The Grading Type for students will only be displayed if it is different than the Course Grading Type.

FERPA Restr.	Student	ID	Grad?	Midterm Grade	Grading Type	Cr Hrs	Last Date of Attendance	Clock Hrs	Absences
			Select... ▾			1	<input type="text"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
			Select... ▾			1	<input type="text"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
			Select... ▾			1	<input type="text"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
			Select... ▾			1	<input type="text"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
			Select... ▾		Withdrawn From Course	1	<input type="text"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
			Select... ▾			1	<input type="text"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
			Select... ▾			1	<input type="text"/>	<input type="text" value="0"/>	<input type="text" value="0"/>

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Default Last Date of Attendance: 10/22/2014

The default date you select will be applied to students that have no last date of attendance.

Add Grade

The Grading Type for students will only be displayed if it is different than the Course Grading Type.

FERPA Restr.	Student	ID	Grad?	Midterm Grade	Grading Type	Cr Hrs	Last Date of Attendance	Clock Hrs	Absences
				Select... ▾		1	<input type="text"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
				Select... ▾		1	<input type="text"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
				Select... ▾		1	<input type="text"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
				Select... ▾		1	<input type="text"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
				Select... ▾	Withdrew From Course	1	<input type="text"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
				Select... ▾		1	<input type="text"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
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			Select...	Select...		1	<input type="text"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
			Select...	Select...		1	<input type="text"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
			Select...	Select...		1	<input type="text"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
			Select...	Select...		1	<input type="text"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
			Select...	Select...	Withdrew From Course	1	<input type="text"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
			Select...	Select...		1	<input type="text"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
			Select...	Select...		1	<input type="text"/>	<input type="text" value="0"/>	<input type="text" value="0"/>

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				<input type="text" value="Select..."/>		1	<input type="text"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
				<input type="text" value="Select..."/>		1	<input type="text"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
				<input type="text" value="Select..."/>		1	<input type="text"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
				<input type="text" value="Select..."/>		1	<input type="text"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
				<input type="text" value="Select..."/>		1	<input type="text"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
				<input type="text" value="Select..."/>	Withdrew From Course	1	<input type="text"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
				<input type="text" value="Select..."/>		1	<input type="text"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
				<input type="text" value="Select..."/>		1	<input type="text"/>	<input type="text" value="0"/>	<input type="text" value="0"/>

Click Save to submit

As easy as 1,2,3,4,5,6,7!

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