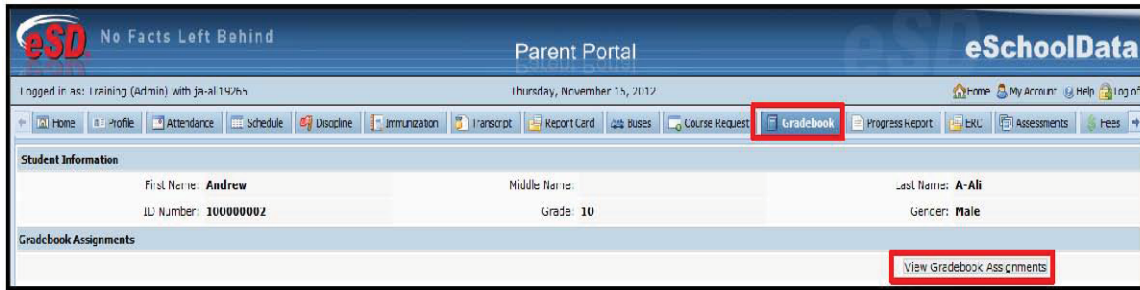


Parent Portal – Gradebook View

Click on the **Gradebook** tab then click **View Gradebook Assignments** to view the student’s class list and published assignment categories and assignments.



Once the Gradebook window opens, select the **Marking Period** (defaults to the current Marking Period) or a specific **Date Range** (click **Go** after selecting the **From/To** dates), and click the course in the **Class List** you would like to view. In the **Class Work** section, click the **Expand icon** next to an Assignment Category to display the published assignments in that category. The **Teacher’s Comment** column will display assignment-specific comments. Click the **Assignment Description icon** to view the assignment description. Click the **View Report** link to view any Performance Reports posted by the teacher. Click **Print Assignment** to print the displayed assignments.

Note:

Users can **Collapse** or **Expand** Gradebook sections, and **Hide** or **Display** the Class List. The **Expand icon** will change to a **Collapse icon** once it is clicked.

