

UAMS Student Records - GUS

Grading



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UAMS Student Records- Registrar

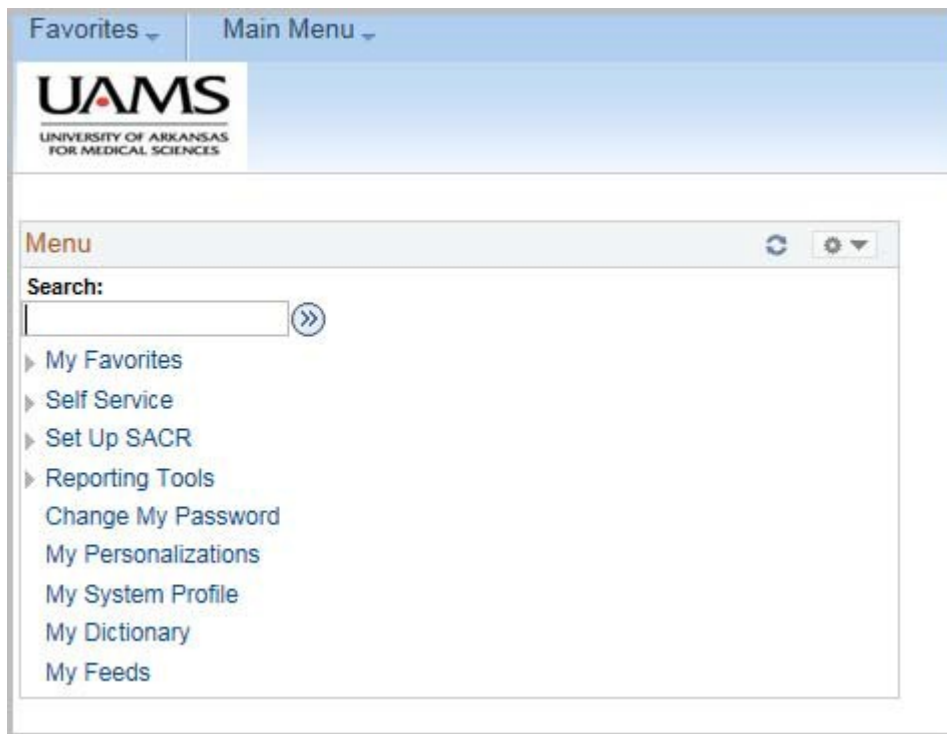
Faculty Center

Reviewing Faculty Data via Faculty Center

Procedure

In this topic, you will learn how to view faculty data; such as, class and grade rosters, faculty schedule, and search for classes and courses.

Navigation: Main Menu>Self Service>Faculty Center




Step	Action
1.	Click the Self Service link.



Step	Action
2.	Click the Faculty Center link.



Grading

Step	Action
1.	The Faculty Center link at the bottom of the page, or the Faculty tab at the top of the page, will return to the Faculty Center home page. Click the Faculty Center link. Faculty Center
2.	Click the Grade Roster icon. 

UAMS
UNIVERSITY OF ARKANSAS
FOR MEDICAL SCIENCES

Home | Add to Favorites | Sign out

Mark Wallenmeyer

Faculty Center Search

my schedule class roster grade roster

Grade Roster

View FERPA Statement

Spring 2016 | Regular Academic Session | UAMS | Undergraduate

CHP 3102 - 001 (1141) [change class](#)

Health Care Management Issues for Allied Health (Lecture)

Days and Times	Room	Instructor	Dates
TBA	TBA	Mark Wallenmeyer	01/07/2016 - 05/17/2016

Display Options: *Grade Roster Type: Final Grade Display Unassigned Roster Grade Only

Grade Roster Action: *Approval Status: Not Reviewed [save](#)

ID	Name	Roster Grade	Official Grade	Grading Basis	Program and Plan	Level
1				GRD	College of Health Prof UGRD - Nuclear Med Imaging Science BS	Senior
2				GRD	College of Health Prof UGRD - Nuclear Med Imaging Science BS	Senior
3				GRD	College of Health Prof UGRD - Nuclear Med Imaging Science BS	Senior
4				GRD	College of Health Prof UGRD - Nuclear Med Imaging Science BS	Senior
5				GRD	College of Health Prof UGRD - Nuclear Med Imaging Science BS	Senior
6				GRD	College of Health Prof UGRD - Nuclear Med Imaging Science BS	Senior
7				GRD	College of Health Prof UGRD - Nuclear Med Imaging Science BS	Senior
8				GRD	College of Health Prof UGRD - Nuclear Med Imaging Science BS	Senior
9				GRD	College of Health Prof UGRD - Nuclear Med Imaging Science BS	Senior
10				GRD	College of Health Prof UGRD - Nuclear Med Imaging Science BS	Senior
11				GRD	College of Health Prof UGRD - Nuclear Med Imaging Science BS	Senior
12				GRD	College of Health Prof UGRD - Nuclear Med Imaging Science BS	Senior
13				GRD	College of Health Prof UGRD - Nuclear Med Imaging Science BS	Senior
14				GRD	College of Health Prof UGRD - Nuclear Med Imaging Science BS	Senior
15				GRD	College of Health Prof UGRD - Nuclear Med Imaging Science BS	Senior
16				GRD	College of Health Prof UGRD - Nuclear Med Imaging Science BS	Senior
17				GRD	College of Health Prof UGRD - Nuclear Med Imaging Science BS	Senior
18				GRD	College of Health Prof UGRD - Nuclear Med Imaging Science BS	Senior
19				GRD	College of Health Prof UGRD - Nuclear Med Imaging Science BS	Senior
20				GRD	College of Health Prof UGRD - Nuclear Med Imaging Science BS	Senior
21				GRD	College of Health Prof UGRD - Nuclear Med Imaging Science BS	Senior
22				GRD	College of Health Prof UGRD - Nuclear Med Imaging Science BS	Senior
23				GRD	College of Health Prof UGRD - Nuclear Med Imaging Science BS	Senior
24				GRD	College of Health Prof UGRD - Nuclear Med Imaging Science BS	Senior
25				GRD	College of Health Prof UGRD - Nuclear Med Imaging Science BS	Senior
26				GRD	College of Health Prof UGRD - Nuclear Med Imaging Science BS	Senior
27				GRD	College of Health Prof UGRD - Nuclear Med Imaging Science BS	Senior
28				GRD	College of Health Prof UGRD - Nuclear Med Imaging Science BS	Senior
29				GRD	College of Health Prof UGRD - Nuclear Med Imaging Science BS	Senior
30				GRD	College of Health Prof UGRD - Nuclear Med Imaging Science BS	Senior
31				GRD	College of Health Prof UGRD - Nuclear Med Imaging Science BS	Senior
32				GRD	College of Health Prof UGRD - Nuclear Med Imaging Science BS	Senior
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37				GRD	College of Health Prof UGRD - Nuclear Med Imaging Science BS	Senior
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41				GRD	College of Health Prof UGRD - Nuclear Med Imaging Science BS	Senior
42				GRD	College of Health Prof UGRD - Nuclear Med Imaging Science BS	Senior
43				GRD	College of Health Prof UGRD - Nuclear Med Imaging Science BS	Senior
44				GRD	College of Health Prof UGRD - Nuclear Med Imaging Science BS	Senior
45				GRD	College of Health Prof UGRD - Nuclear Med Imaging Science BS	Senior
46				GRD	College of Health Prof UGRD - Nuclear Med Imaging Science BS	Senior
47				GRD	College of Health Prof UGRD - Nuclear Med Imaging Science BS	Senior
48				GRD	College of Health Prof UGRD - Nuclear Med Imaging Science BS	Senior
49				GRD	College of Health Prof UGRD - Nuclear Med Imaging Science BS	Senior
50				GRD	College of Health Prof UGRD - Nuclear Med Imaging Science BS	Senior

View All | Download | Rows 1 - 10 of 10

Select All Clear All Printer Friendly Version

<< add this grade to selected students

notify selected students notify all students

Save

Faculty Center Search



My Schedule Class Roster Grade Roster

Step	Action
3.	<p>Click the *Grade Roster Type list.</p> <p><input type="text" value="Final Grade"/></p> <p>Note: The default value for <u>Grade Roster Type</u> is Final Grade, this is the only value available for selection at go-live.</p>


4.	<p>Click the *Approval Status list.</p> <p><input type="text" value="Not Reviewed"/></p> <p>Note: The approval status will need to be updated as grades are added/reviewed/approved. These values are dependent on the instructors grading access set on the class schedule.</p> <p>Note: Do Not Change to Ready for Review until all grades are entered. You cannot go back and add grades after Ready for Review is saved. Leave the field as not reviewed and you can change or add grades, as needed.</p> <p>Note: If your access is set as the approver, you should select approved before saving.</p>
5.	<p>Note: Click the <u>Display Unassigned Roster Grade Only</u> checkbox to display only those students that have not yet been graded.</p>
6.	<p>Note: The roster, by default, is sorted by Name.</p> <p>The sort option can be changed to sort by any of the other columns by clicking on the column header.</p>
7.	<p>Click the Roster Grade list for the first student to be graded.</p> <p><input type="text"/></p> <p>Important Note: Grades will only be available for the grading basis attached to the student.</p>
8.	<p>The add this grade to all students list can be used if all students in the class received the same grade to save time.</p> <p>Click the checkbox to select all students first, then enter the grade in the box at the bottom of the page. Finally, press the “Add this grade to selected students” button.</p>

Student Grade		Transcript Note		
	ID	Name	Roster Grade	Official Grade
<input type="checkbox"/>	1			Note
<input type="checkbox"/>	2			Note
<input type="checkbox"/>	3			Note
<input type="checkbox"/>	4			Note
<input type="checkbox"/>	5			Note
<input type="checkbox"/>	6			Note
<input type="checkbox"/>	7			Note
<input type="checkbox"/>	8			Note
<input type="checkbox"/>	9			Note
<input type="checkbox"/>	10			Note

View All | Download | Rows 1 - 10 of 10

Step	Action
9.	Please note that if a student dropped the class during the drop period for your college, you may see a grade of “W” by the student’s name. Faculty cannot enter a grade of “W”. These are reserved for grading by staff in the Office of the University Registrar.
10.	<p>Click the Save button at the bottom of the page after all grades are posted.</p> <p></p> <p>Note: Grades are still updateable and can be changed until the grade roster is posted, which will occur within 5 days of the deadline for grades to be entered. After grades are posted grade changes cannot be done on the roster. Change of grade forms must be submitted to OUR and the grade change is processed through the staff side of GUS.</p> <p>If the roster is created with the option of partial post, roster grades can be posted even if not all grades are entered. However, if the roster is not created with the option of partial post grades can only be posted when all grades are assigned.</p> <p>Partial Posting: If grades need to post for some students (i.e., students graduating in that particular semester) before all grades are entered for that class, enter the grades that are ready, leave the Approval Status as Not Reviewed and click Save.</p>
11.	After all grades are entered, Click the approval status drop down list and select ready for review and click the Save to the right of the approval status box.
12.	<p>Click the Return link to return to the Faculty Center.</p> <p></p>

Grade Approvers/Reviewers

Step	Action
13.	The approver/reviewer should use the drop down in the Grade Roster Action to approved and then click  . This allows the Office of the University Registrar to post the grades for student viewing.

