Printing and Exporting Your Gradebook

There are different options for viewing and exporting your Gradebook.

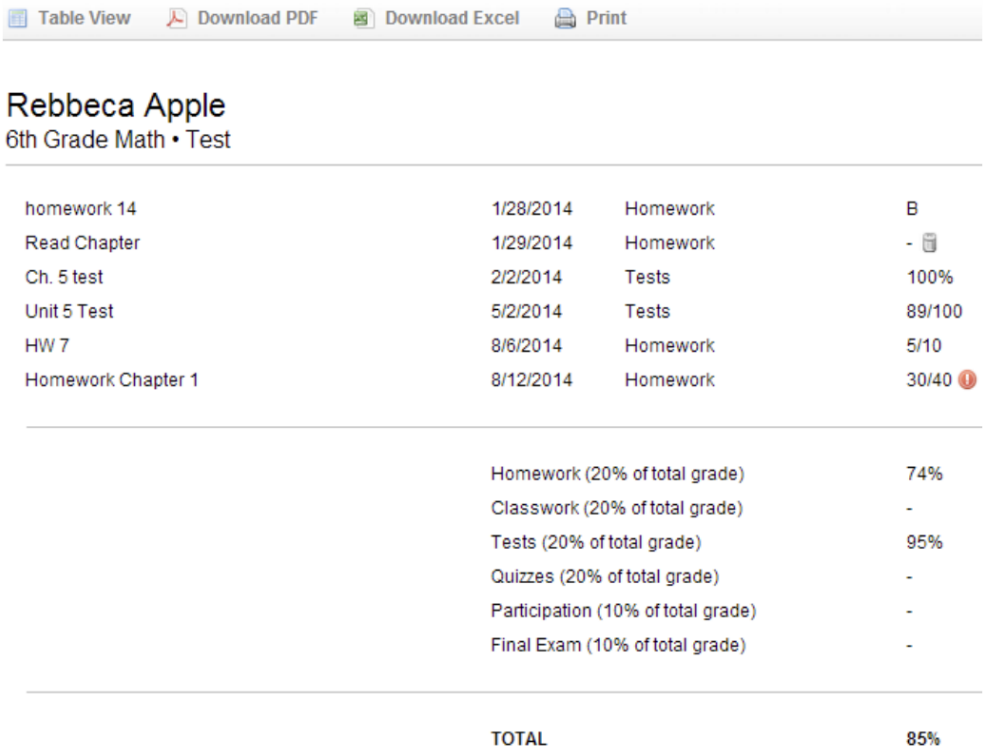
Print and List Views

Print view will render a **printable version of the sheet**, keeping its grid layout. Dropped grades and category averages will be visible here.

Trimester 1 (6th Grade Math)

Name	homework 14	Read Chapter	Ch. 5 test	Unit 5 Test	HW 7	Homework Chapter 1			
Category	Homework	Homework	Tests	Tests	Homework	Homework			
Date	1/28/2014	1/29/2014	2/2/2014	5/2/2014	8/6/2014	8/12/2014			
Total Points	20	100	100	100	10	40	Homework (20%)	Tests (20%)	Total
Rebbeca Apple	96%	B	100%	89/100	5/10	40/40	90%	95%	93%
Hannah Frank	97%	B	98%	80/100	10/10	30/40	88%	89%	89%
Sarah Kant	92%	C	97%	70/100	9/10	35/40	89%	84%	87%
Sunny Kant	89%	B	90%	70/100	8/10	35/40	86%	90%	88%
Zach Silverlake	95%	S	95%	67/100	10/10	35/40	95%	81%	88%
Matt Stark	-	S	95%	90/100	8/10	35/40	92%	93%	93%
Debbie Talmud	100%	C	-	88/100	9/10	36/40	93%	88%	91%
Sarah Zacks	94%	B	-	88/100	88/10	35/40	203%	88%	146%

List view will provide the **grades in a list format, with each student's grades on a page**. This is useful for printing and giving the grades to parents, such as at Parent-Teacher Conferences. There is also a filter on the upper left-hand side which allows you to view only one student at a time.



PDF Download will allow you to download either the grid view or list view as a PDF format file.

Excel Download will allow you to download the grades as a Microsoft Excel format file.

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