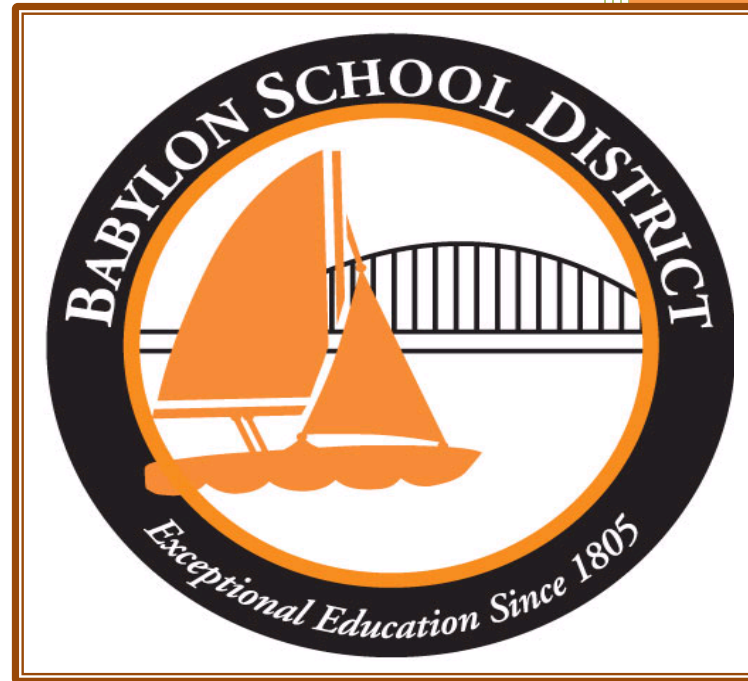


# Student Portal Portal – Utilizing the Gradebook



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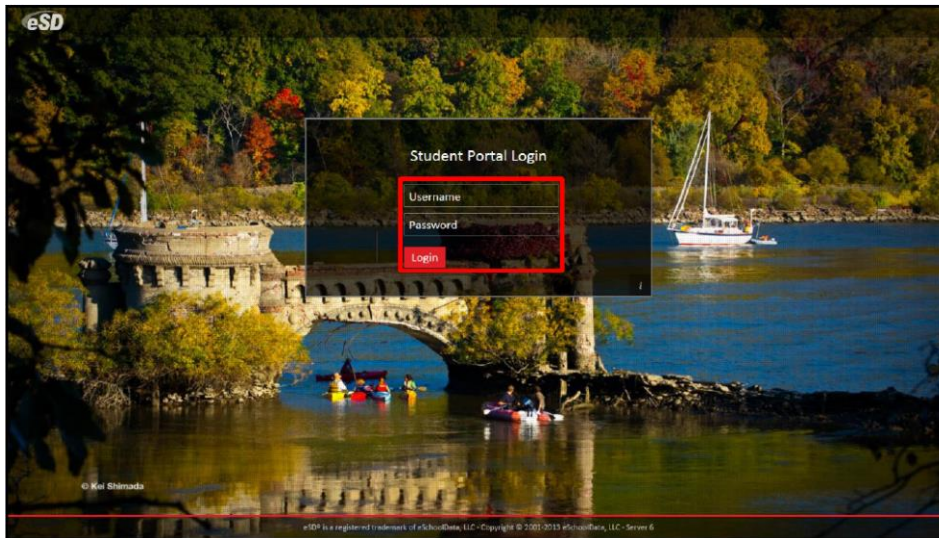
## Utilizing the Gradebook:

With the student portal gradebook becoming active for grades 7-12, parents will have the opportunity to monitor your grades in real-time during the 4<sup>th</sup> quarter of 2016-2017 school year. You can follow the simple steps below in order to access the gradebook, check on current grades, and print progress and comments from teachers.

### **Step 1: Go to the following URL**

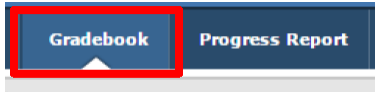
<https://student.ioeducation.com/babylon>

### **Step 2: Log into your Student Portal Account**



Please log into the student portal account with your Username (your student ID number) and your password.

### Step 3: Gradebook Tab



To access the gradebook, you simply click the gradebook link on the navigation bar.

**Please Note:** Clicking the gradebook link will open a new browser window. Depending on your browser's pop-up blocker settings, you may need to add the parent portal URL to the, "Allow Pop-up" list.

### Step 4: Gradebook Navigation

There are three different views that a parent can utilize to monitor student(s) grades.

1. Schedule View (Classes): Allows you to see your schedule including teacher, period, section, room, semester, days, and the number of days you have been tardy or absent for each class.
2. Assignment View: Allows you to see the latest assignments within all of their classes. Each assignment will show you the course, category of the assignment, assignment name, description, grade, due date, the teacher who assigned it, and the marking period it will count towards.
3. Individual Courses: Allows your to view individual assignments for each category that are part of the course cumulative grade. It will display the title, description, due date, max points, multiplier, bonus points, grade, and any comments made by the teacher.

**CMPA/MPA:**

Classes												CMPA	MP Avg
Course	Course #	Teacher	Period	Section	Semester	Days	Tardy	Absent	MP Grade				
JH Orchestra 7	MU932FA		1	1	1,2,3,4	B	0	1				100	
FACS 7	FC1003Q		2	3	3	A,B	0	2					94.00
Science 7	SC404F		3	6	1,2,3,4	A,B	0	2				94	95.43
Math 7X	MA301F		7	2	1,2,3,4	A,B	0	1				86	91.75
Math 7X	MA301F		8	2	1,2,3,4	A	0	2				86	91.75
English 7	EN101FL		9	2	1,2,3,4	A,B	0	2				88	89.32
English 7	EN101FL		8	2	1,2,3,4	B	0	2				88	89.32
Social Studies 7	SS209F		5	5	1,2,3,4	A,B	0	1				95	92.08
French 1A	WL515F		4	2	1,2,3,4	A,B	0	3				98	94.13
JH PE	PE1107FA		1	5	1,2,3,4	A	0	0					100.00

Class Info											
Course	Course #	Teacher	Section	Semester	Days	Period	MP Grade	CMPA	MP Avg	Report	
Math 7X	MA301F		2	1,2,3,4	A,B	7		86	91.75		

Within class view and individual course view, you will have the opportunity to see the cumulative marking period average as well as the marking period average for each course you are taking.

**Class View:** In Class view they are located all the way to the right of each course you are taking.

**Individual Course View:** Within a specific class view, they are located at the top of the class view screen under the Class Info section.

**View 1: Class View**

Gradebook Assignments

Marking Period | Marking Period 1 (09/09/2014 - 11/07/2014) | Print | Print All

Classes	Course	Course #	Teacher	Period	Section	Semester	Days	Tardy	Absent
College Spanish I Pre-AP (SUNY)	College Spanish I Pre-AP (SUNY)	LOTSP4H0	Kelley, Elsie	2			1,2,3,4,5,6,...	0	2
College Pre Calculus(SUNY)	College Pre Calculus(SUNY)	MATPCAL0	Franks, Britney	2			1,2,3,4,5,6,...	0	3
College Chorus Ensemble I & II (SUNY) 11/12	College Chorus Ensemble I & II (SUNY) 11/12	MUSC0000	Farrell, Noe					0	8
Sports Management/1st RESP/CPR/AID (SUNY)	Sports Management/1st RESP/CPR/AID (SUNY)	PEDSPMNG	Nicholson, Billie					0	1
AP Biology	AP Biology	SCIBIOAP	Haley, Sharron	9-9	1			0	0
Physical Setting Physics R	Physical Setting Physics R	SCIPHYR0	Anthony, Tom	2-2	3			0	7
Physical Setting Physics R Lab	Physical Setting Physics R Lab	SCIPHYRL	Anthony, Tom	3-3	3			0	0
AP American History	AP American History	SOCAHAP0	Schneider, Lynda	4-4	1			0	7
Community Service 11	Community Service 11	IDC5GR11	Wiley, Shanna	11-11	1			0	0
Community Service 11	Community Service 11	IDC5GR11	Wiley, Shanna	11-11	1			0	1
Art 12	Art 12	112233	Copiague, Dennis	7-7	3			0	0
Testing 123abc	Testing 123abc	1001	Anthony, Tom	16-16	1			0	0

Columns Available:  Course,  Course #,  Teacher,  Period,  Section,  Room,  Semester,  Days,  Tardy,  Absent

**Marking Period:** The marking period of the school year you are currently viewing. If you want to change marking period, simply left-click the drop down menu and choose the quarter you are looking for.

**Print:** Will print the current screen you are on; in this case your class schedule.

**Print All:** Will separate all classes out into separate sections for printing.

**Columns Available:** The columns available to view within the gradebook screen. If you do not wish to have a component viewable, simply left-click the drop-down arrow > columns > uncheck the components you do not want.

**Sorting:** Allows you to sort the information either in ascending or descending order.

**View 2: Assignment View**

The screenshot shows the 'Gradebook Assignments' interface. At the top, there is a 'Marking Period' dropdown set to 'Marking Period 1 (09/09/2014 - 11/07/2014)' and a 'Date Range' section with 'From' and 'To' date pickers set to '09/09/2014' and '11/07/2014' respectively. Below this is a list of classes on the left and a table of assignments on the right. The table has columns for Course, Course #, Category, Assignment, Description, Grade, Due Date, Staff, and Marking Period. A 'Columns' menu is open over the table, showing checkboxes for various columns: Course, Course #, Category, Assignment, Description, Grade, Assigned Date, Due Date, Staff, and Marking Period. The 'Assignment' column in the table has a dropdown menu with 'Sort Ascending' and 'Sort Descending' options.

Course	Course #	Category	Assignment	Description	Grade	Due Date	Staff	Marking Period
AP American History	SOCAHAP0	Projects	Projects 1			10/01/2014	Lynda Schneider	Q1 Report Card
AP American History	SOCAHAP0	Projects	Projects 2			09/30/2014	Lynda Schneider	Q1 Report Card
AP American History	SOCAHAP0	Projects	Projects 3				neider	Q1 Report Card
AP American History	SOCAHAP0	Projects	Projects 4				neider	Q1 Report Card
AP American History	SOCAHAP0	Tests	Chapter 1 test				neider	Q1 Report Card
AP American History	SOCAHAP0	Tests	Chapter 2 test				neider	Q1 Report Card
AP American History	SOCAHAP0	Tests	Chapter 3 test				neider	Q1 Report Card
AP American History	SOCAHAP0	Tests	Chapter 4 test				neider	Q1 Report Card
AP American History	SOCAHAP0	Tests	Chapter 5				neider	Q1 Report Card
AP American History	SOCAHAP0	Tests	Chapter 6				neider	Q1 Report Card
Physical Setting Physics R	SCIPHYR0	BONUS ONLY	BONUS ONLY 1				ony	Q1 Report Card
Physical Setting Physics R	SCIPHYR0	Display	Display 1				ony	Q1 Report Card
Physical Setting Physics R	SCIPHYR0	Projects	1		/100		ony	Q1 Report Card

In assignment view you have all of the components available in the class view, plus one additional feature: date range.

**Date Range:** Allows you to choose a date range for the assignments you want to view. By default this will be from the first day of school to the current calendar day.

**View 3: Individual Courses**

Gradebook Assignments

Marking Period **Marking Period 3 (01/27/2014 - 04/04/2014)** Print Print All

Classes	Class Info						
	Course	Course #	Teacher	Section	Mid-Term	Final Exam	Report
Math A Year 1	Global History & Geography II H	SOCGH2H0	Cassandra Walters	2			
Global History & Geography II H	Class Work						
	Category	Weight	Drop Lowest	Drop Highest	Category Avg		
Geometry H	Geography Quiz	1	0	0	0		
College Beginning Painting (SUNY)	Geography Quiz 5 - European Landmarks						
Concert Chorus 9/10	Geography Quiz 6 - African Landmarks						
Physical Setting Earth Science R	Global History Exams	1	0	0	0		
Physical Education 9/10							
AP English Language & Composition(SUNY)							

**Current Courses:** The courses you are currently enrolled in will be listed on the left navigation bar. When you select a class, it will be highlighted in blue and will populate the information about that class in the viewing area.

**Selected Class Info:** This is quick reference information as to the course, course number, teacher, section, mid-term grade, and final exam grade for the course.

**Class Work:** Class work will display the gradebook in two sections. First is the the categories the teacher has set up that add up to the 100% of your marking period average. This could be anything from quizzes, to tests, to homework. Please refer to your course outline for further information about the course grading policy. Second is assignments for each category currently within the gradebook. To view the assignments, simply left-click the plus sign next to the category name. This will show the assignment name, description, due date, maximum points available, multiplier (how many times the grade counts towards the final average), bonus points available, the final grade, and any comments the teacher has made about that specific assignment.

Although the gradebook is being introduced to our 7-12 families in the 4<sup>th</sup> quarter of the 2016-2017 school year, there may still be some glitches along the way. Please be patient as we move forward with creating an environment in which you have 24-7 access to student(s) progress within the educational setting.

If for any reason you need assistance, please contact the technology department at 631-893-7983.