

## Adding Extra Points for AH/AP Courses

Go to Classroom—Grade Book—Click an AH/AP class.

	Course.Section	Description	Per	Term	Ct	Att
<input type="radio"/>	<a href="#">3001A.001</a>	AH English I	01	S1, S2	24	
<input type="radio"/>	<a href="#">3001A.002</a>	AH English I	02	S1, S2	21	
<input type="radio"/>	<a href="#">3001A.003</a>	AH English I	06	S1, S2	21	

Under Manage—Click Average Setup

**Manage**

- Categories
- Seating Chart
- Post Standards
- Post Grades
- Student Averages
- Student Grading Scales
- Comment Setup
- Average Setup
- Options

Click Q1 under Name

<input type="checkbox"/>	Name	GP	Graded Item	Type	Wt Add	Wt Score	Show
<input type="checkbox"/>	<a href="#">Q1</a>	1	Q1	Current Grade	0.000000		No
<input type="checkbox"/>	<a href="#">Q2</a>	2	Q2	Current Grade	0.000000		No
<input type="checkbox"/>	<a href="#">MT</a>	2	MT	Single	0.000000		No
<input type="checkbox"/>	<a href="#">S1</a>	2	S1	Percentage	0.000000		No
<input type="checkbox"/>	<a href="#">Q3</a>	3	Q3	Current Grade	0.000000		No
<input type="checkbox"/>	<a href="#">Q4</a>	4	Q4	Current Grade	0.000000		No
<input type="checkbox"/>	<a href="#">FE/EOC</a>	4	FE/EOC	Single	0.000000		No
<input type="checkbox"/>	<a href="#">S2</a>	4	S2	Percentage	0.000000		No
<input type="checkbox"/>	<a href="#">FG</a>	4	FG	Percentage	0.000000		No

Add View Delete

Under Weight Addition add 3 points for AH & 5 points for AP classes. Then Click OK.

**Main** **Averaging Method**

Term: S1, Grading Period: 1  
Graded Item: Q1 Sequence: 1

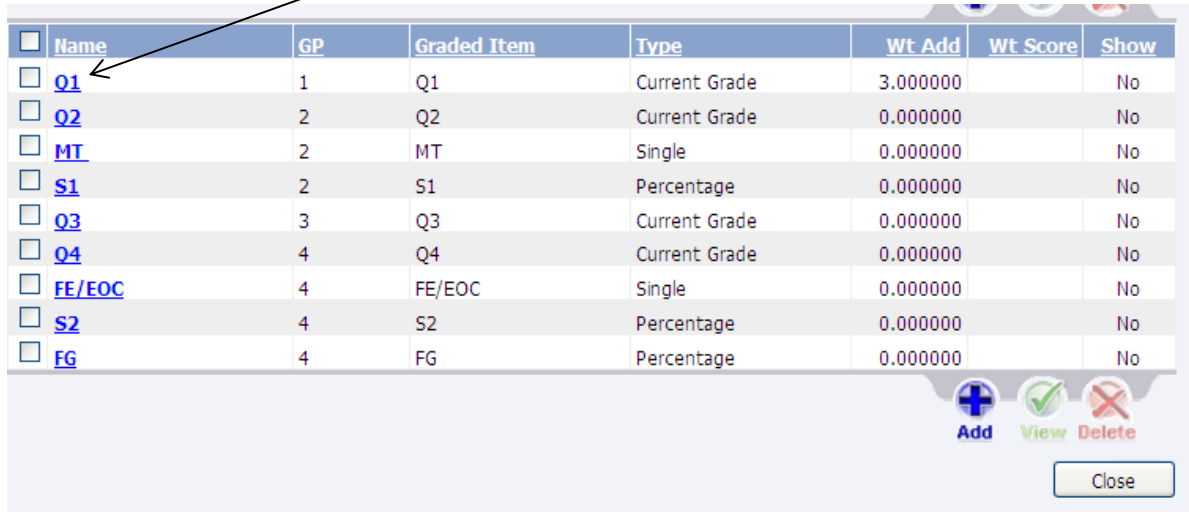
\*Name:  
Q1

Description:




\*Weight Addition:  \*High Scores to Drop:  \*Low Scores to Drop:

Allow Higher Alpha Grade Rounding  Allow Incomplete to Drop  
 Show in Grade Book  Weight Maximum Scores

You will need to repeat the process for Q2, Q3, & Q4. Once you have added points to Q1, Q2, Q3, & Q4. Click Close.



<input type="checkbox"/>	Name	GP	Graded Item	Type	Wt Add	Wt Score	Show
<input type="checkbox"/>	<a href="#">Q1</a>	1	Q1	Current Grade	3.000000		No
<input type="checkbox"/>	<a href="#">Q2</a>	2	Q2	Current Grade	0.000000		No
<input type="checkbox"/>	<a href="#">MT</a>	2	MT	Single	0.000000		No
<input type="checkbox"/>	<a href="#">S1</a>	2	S1	Percentage	0.000000		No
<input type="checkbox"/>	<a href="#">Q3</a>	3	Q3	Current Grade	0.000000		No
<input type="checkbox"/>	<a href="#">Q4</a>	4	Q4	Current Grade	0.000000		No
<input type="checkbox"/>	<a href="#">FE/EOC</a>	4	FE/EOC	Single	0.000000		No
<input type="checkbox"/>	<a href="#">S2</a>	4	S2	Percentage	0.000000		No
<input type="checkbox"/>	<a href="#">FG</a>	4	FG	Percentage	0.000000		No

    
Add View Delete

Close

Repeat these steps for all AH & AP classes.