Transferring Student Marks

## Students Achieve has a NEW feature!

Do you have a grade 9-12 student that didn’t complete a course and you would like to put him in a new class and have the marks from the old class show up? No Problem.

Do you have a new student in your K-8 school mid year that transferred in from another SRPSD school? Would you like to see what outcomes were attained to what levels? Easy Peasy.

How does it work?
When using Transfer student marks – you START with the class the student is CURRENTLY enrolled in, then you find his/her name, and then all classes that student was previously enrolled in at that level will pop up for you to transfer marks from.

## How do the marks come into my gradebook?

We don’t want a tonne of new assignments in your gradebook, or this transfer to affect any of your other students or portal views. Therefore, in the student analysis area, you will see a NEW line entitled transferred student marks. These marks will ‘count’ like summative marks, until you re-assess anything in that outcome, then your new marks will take over. You always maintain professional judgement.

## Show me!

Click the Assess tab, Classroom, Transfer Student Marks.



A pop up will appear.

1. Choose the class you are importing into
2. Choose the student name
3. Choose one of the classes the student was previously enrolled in. If the last box is empty and has no options, that student wasn’t in another class of that grade level.

There is a NEXT button way at the bottom of the popup, and as soon as you push it you get a success notice. (When using IE, hit Ctrl and the minus sign to shrink the page to a size where you can see the next button, push it, then ctrl ++ to enlarge back to 100%) Then you can go look at your handy work in student analysis.