

Importing Assignment Grades

1. Within your gradebook, Add a new assignment.

Skyward Educator Access Plus - Google Chrome
skywardsis4a.sisd.cc/scripts/wsisa.dll/WService=Training/sepgrb06.w

High School Grades 9 to 12
09MTH2 / 01 Prd:1 09 Math
Terra Kelpinski

Home Teacher Access Student Services Access Administrator Access

Assignment Maintenance

Add Assignment

Category: ASN - Assignment
Description: GOOGLE CLASSROOM
Detailed Description:
Assignment Group:
Entered Date: Mon, Apr 27 2020
Assign Date: Apr 27 2020 Mon, Apr 27 2020
Proposed Due Date: Apr 27 2020 Mon, Apr 27 2020
Actual Due Date: Apr 01 2020
Max Score: 100 Post to Family Access
Weight Multiplier: 1.00 Post to Student Access

Save and Back
Save and Add Another
Save and Score
Undo
Back
Attach (0)
Options

Display Options

*Be sure the number of possible points is the same as those in Google classroom.

2. Import scores into the assignment created above by selecting Assignments -> Import Assignment Scores:

High School Grades 9 to 12
09MTH2 / 01 Prd:1 09 Math

Home Teacher Access Student Services Access Administrator Access

Main Screen

Other Access ▾ Classes ▾ Assignments ▾ Attendance ▾ Categories Grade Marks Posting ▾ Reports ▾ Ch

GOOGLE	import	assign	Homewo	13
14-M	W14-M	W12-T	W12-M	Option
4/27	04/27	04/14	04/13	%
ASN	ASN	ASN	ASN	
100	100	100	100	
0.00	0.00	67.50	75.00	

Students

3. Click/Select the assignment you created in Step 1.

Select an Assignment to Import Scores

Show Graded Assignments Show Assignments Not Due Yet

Assignment	Category	Due Date	Date Assigned	Points Possible
import	ASN	04/27/20	04/27/20	100
GOOGLE CLASSROOM	ASN	04/27/20	04/27/20	100

4. Select Choose File

Assignment	Category	Due Date	Date Assigned	Points Possible
GOOGLE CLASSROOM	ASN	04/27/20	04/27/20	100

Select a different assignment

Select a File to Import From Note: The import file must be a csv file that adheres to a specific format ([View File Format](#))

Choose File | No file chosen | Import Scores

Student ID Score

5. Highlight the .csv file you downloaded from Google Classroom and click Open.

Name	Date	Type
GOOGLE Classroom	4/27/2020 3:04 PM	Microsoft Excel C...
transcript	4/27/2020 2:43 PM	Adobe Acrobat D...
Chris - Dr Visit 2-27...	4/27/2020 11:09 AM	Adobe Acrobat D...
Birch Run	4/24/2020 1:33 PM	Microsoft Excel W...
SKR205026S6A0A6X...	4/23/2020 2:10 PM	Adobe Acrobat D...
SKR204930L5D1K4R...	4/23/2020 9:37 AM	Adobe Acrobat D...
transcript_10499_04...	4/22/2020 9:40 AM	Adobe Acrobat D...
Christopher Kelpins...	4/21/2020 12:00 PM	Adobe Acrobat D...
studentschoolassoc...	4/16/2020 12:52 PM	Adobe Acrobat D...
BCPS Community ...	4/16/2020 9:09 AM	Adobe Acrobat D...
link edfi codes report	4/15/2020 11:22 AM	Adobe Acrobat D...
Key_Secret	4/15/2020 8:50 AM	PNG File

me: GOOGLE Classroom | All Files | Open | Cancel

NOTE: .CSV file needs the following format:

	A	B	C	D	E
1	Last Name	First Name	ID	Score	
2	Smith	Jenni	2300002	65	
3					

6. Click Import Scores. You will now see student ID # with scores.

Assignment	Category	Due Date	Date Assigned	Points Possible
GOOGLE CLASSROOM	ASN	04/27/20	04/27/20	100

Select a different assignment

Select a File to Import From Note: The import file must be a csv file that adheres to a specific format ([View File Format](#))

Choose File | No file chosen | Import Scores

7. You will now see student ID # with scores. If they are correct, click Use Imported Scores.

Assignment	Category	Due Date	Date Assigned	Points Possible
GOOGLE CLASSROOM	ASN	04/27/20	04/27/20	100

Select a File to Import From

Note: The import file must be a csv file that adheres to a specific format ([View File Format](#))

Choose File No file chosen Import Scores

# Student	ID	Score	
1	Jenni Smith	2300002	65

Use Imported Scores

8. You now will see your Score Entry screen where you can make any changes/additions you need and Save.

Skyward Educator Access Plus - Google Chrome

skywardsis4a.sisd.cc/scripts/wsisa.dll/WService=Training/sepgrb08.w

High School Grades 9 to 12

GOOGLE CLASSROOM

Week 14 - Monday - 04/27/2020

Category: ASN Max Score: 100

2 Un-scored Students: Mark Un-scored as 0 and Missing

Students	Special Score Code	No Count	Missing	Comment
1 Smith jenni	65			

Save Undo Back

Mass Assign Options

- Assign Scores to 100 / 100
- Overwrite
- Adjust Scores by 0 Pts
- Remove Scores
- Assign No Count