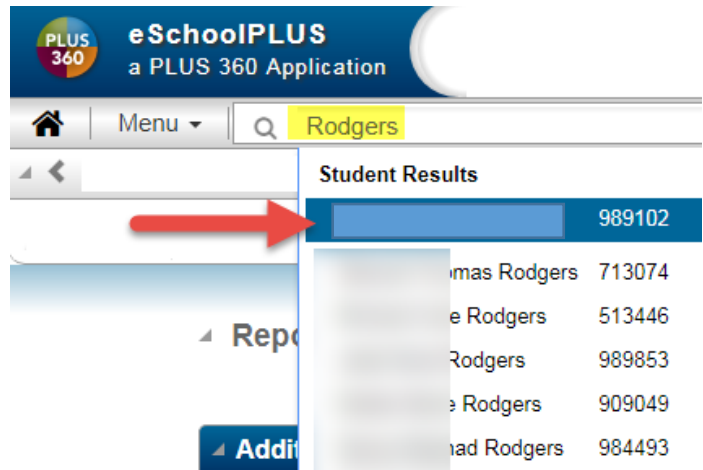
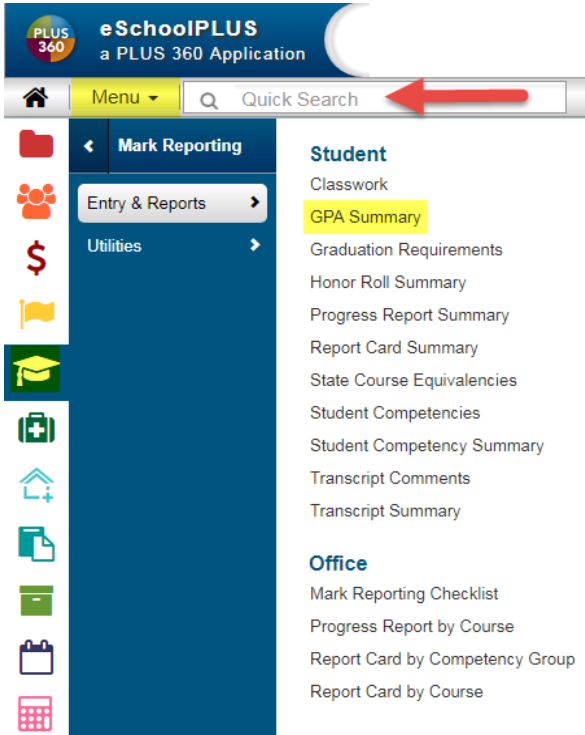


GPA Summary

Step 1: Path: Menu > Mark Reporting > Entry & Reports > Student > GPA Summary

Step 2: Click on GPA Summary. Search for the student by typing the student’s last name or the ID number in the “Quick Search” box. Once the list comes up, click on the student’s name.

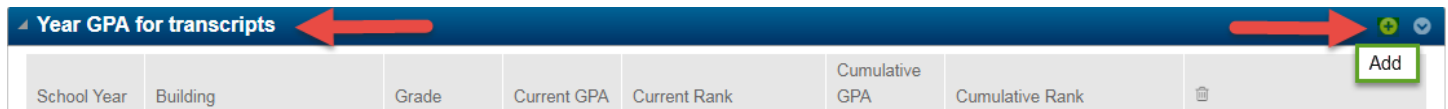


The GPA Summary screen displays Elementary, Junior High, Non-Weighted, Weighted, and Year GPA’s.

School Year	Building	Grade	Current GPA	Current Rank	Cumulative GPA	Cumulative Rank	
2015	49	07	4.0000	0 out of 0	4.0000	0 out of 0	<input type="checkbox"/>
2016	49	08	4.0000	0 out of 0	4.0000	0 out of 0	<input type="checkbox"/>
2017	4	09	4.4615	0 out of 0	4.3333	0 out of 0	<input type="checkbox"/>

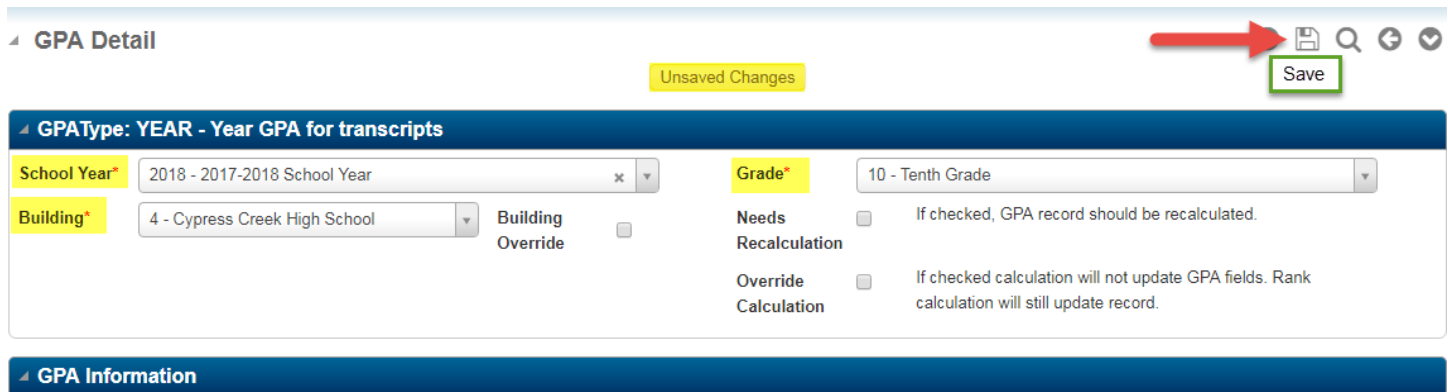
How to add a GPA Summary Vector Line:

Step 1: Click on the Plus sign  on the “Year GPA for transcripts”.



Step 2: Enter the school year, building, and grade level of the student.

The top of the screen will say “Unsaved Changes” until you are finished and click on “Save”.



Step 3: After you save, click on the back arrow  to go back to the GPA Summary screen.



Step 4: Double check to make sure the new school year is added.



A screenshot of the "Year GPA for transcripts" table. The table has columns: School Year, Building, Grade, Current GPA, Current Rank, Cumulative GPA, Cumulative Rank, and a trash icon. The 2018 row is highlighted in yellow and has a green checkmark next to it.

School Year	Building	Grade	Current GPA	Current Rank	Cumulative GPA	Cumulative Rank	
2015	49	07	4.0000	0 out of 0	4.0000	0 out of 0	
2016	49	08	4.0000	0 out of 0	4.0000	0 out of 0	
2017	4	09	4.4615	0 out of 0	4.3333	0 out of 0	
2018 	4	10	0.0000	0 out of 0	0.0000	0 out of 0	