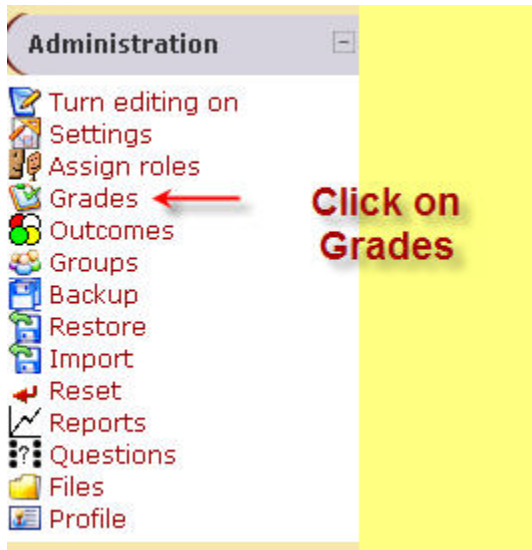
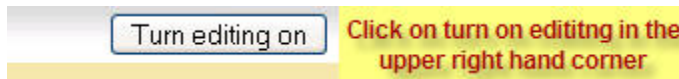


## Hand entering grades into the gradebook.

1. After you login into your class, go to the Administration block and click on the Grades tab.



2. Click on the Edit button in the upper right hand corner of the gradebook.



3. This will bring up the edit option within your gradebook. Go to the 'written assignment' and click on the update option to hand enter your grades.

