

Grades and Incompletes

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Login to your faculty portal at mycollege.laccd.edu

SIS MyCollege.laccd.edu

CITY
—
EAST
—
HARBOR
—
MISSION
—
PIERCE
—
SOUTHWEST
—
TRADE-TECH
—
VALLEY
—
WEST



Sign in with your organizational account

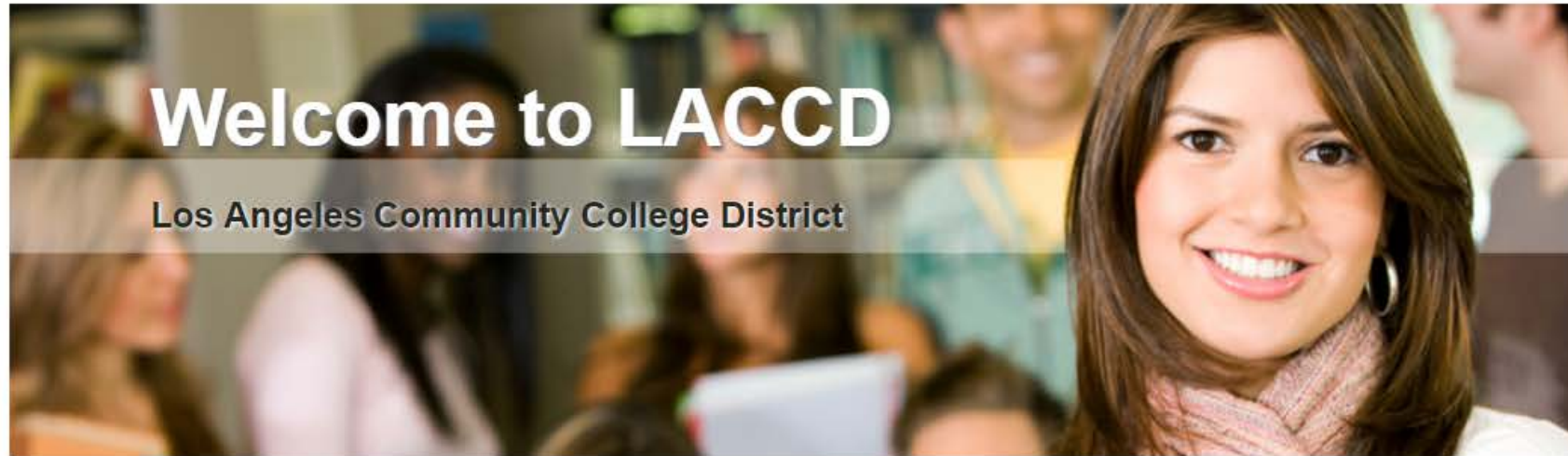
trudgeje

.....

Sign in

1st time signing in? [Click here.](#)
Forgot your password? [Click here.](#)

Click on the My Schedule



- [My Schedule](#) >
- [Early Alert Status](#) >


 Email

 Canvas

 eTudes

 First Time User, Need Help

Faculty Schedule

	Class	Days and Times	Enrolled
	Hist Motion Pictures (Lecture)	Mon Wed 03:45pm - 04:45pm	33
	Hist Motion Pictures (Laboratory)	Mon Wed 04:45pm - 05:45pm	33

CLICK on the Grade Roster Icon to begin entering grades.

Joel Trudgeon

Faculty Center | Advisor Center | Search

my schedule | class roster | early alert roster | drop roster | **grade roster** | positive attendance | tba attendance roster | final attendance hours

Faculty Center

My Schedule

2017 Fall | LA Community College District [change term](#) [View Personal Data Summary](#) [My Exam Schedule](#)

Select display option: Show All Classes Show Enrolled Classes Only

Icon Legend: Class Roster Grade Roster Learning Management

My Teaching Schedule > 2017 Fall > LA Community College District

	Class	Class Title	Enrolled	Days & Times	Room	Class Dates	Early Alert Roster	Positive Attendance Roster
	CINEMA 003-C07 (28448)	Hist Motion Pictures (Lecture)	33	MoWe 3:45PM - 4:45PM	City-SOT HIGH	Aug 28, 2017- Dec 17, 2017	Early Alert Roster	Positive Attendance Roster
	CINEMA 003-C07A (28449)	Hist Motion Pictures (Laboratory)	33	MoWe 4:45PM - 5:45PM	City-SOT HIGH	Aug 28, 2017- Dec 17, 2017	Early Alert Roster	Positive Attendance Roster
	CINEMA 107-V04	Undstn Motion Pctr (Lecture)	30	TuTh 8:30AM - 9:55AM	Valley-BIRM HIGH	Aug 28, 2017- Oct 20, 2017	Early Alert Roster	Positive Attendance Roster

0. GRADER | Grade Roster

Enter Grades

Enter grades from the Roster Grade pull down menu. You do not need to enter grades for your entire class in one sitting. Simply enter the grades you have and CLICK save in the Grade Roster Action Menu.

Joel Trudgeon

Faculty Center

Advisor Center

Search

my schedule

class roster

early alert roster

drop roster

grade roster

positive attendance

tba attendance roster

final attendance hours

Grade Roster

2017 Fall | Other | LA Community College District | Credit

▼ CINEMA 107 - V06 (28643)

change class

Understanding Motion Pictures (Lecture)

Days and Times	Room	Instructor	Dates
TuTh 8:30AM-9:55AM	Valley-BIRM HIGH	Joel Trudgeon	10/23/2017 - 12/15/2017
TBA	Valley-INTERNET	Joel Trudgeon	10/23/2017 - 12/15/2017

Display Options:

*Grade Roster Type

Display Unassigned Roster Grade Only

Grade Roster Action:

*Approval Status

save

Student Grade	Requirement Designation	Transcript Note	ID	Name	Roster Grade	Official Grade	Grading Basis	Program and Plan	Level
<input type="checkbox"/>			1	Antoniello, Carmelita M	<input type="text" value=""/>		GRD	Credit - Undecided	Freshman
<input type="checkbox"/>			2	Arias, Dominique J	A		GRD	Credit - Undecided	Freshman
<input type="checkbox"/>			3	Batsh, Reem F	B		GRD	Credit - Undecided	Freshman
<input type="checkbox"/>			4	Calderon, Adrian B	C		GRD	Credit - Undecided	Freshman
					D				
					F				
					I				

SAVE

your partially completed roster by CLICKING save in the Grade Roster Action Menu


When you are ready to finalize your grades, use the Grade Roster Action Menu to change the Approval Status to “Ready to Post” and CLICK save.

Joel Trudgeon

faculty center | advisor center | search

my schedule || class roster || early alert roster || drop roster || grade roster || positive attendance || tba attendance roster || final attendance hours

Grade Roster

 You have unsaved data on this page. Navigation tabs and links are temporarily disabled. Finish entering your data and save to re-enable. To exit without saving, click 'enable tabs & links'. Unsaved data will be cleared.

[enable tabs & links](#)

2017 Fall | Other | LA Community College District | Credit

▼ [CINEMA 107 - V06 \(28643\)](#) [change class](#)

Understanding Motion Pictures (Lecture)

Days and Times	Room	Instructor	Dates
TuTh 8:30AM-9:55AM	Valley-BIRM HIGH	Joel Trudgeon	10/23/2017 - 12/15/2017
TBA	Valley-INTERNET	Joel Trudgeon	10/23/2017 - 12/15/2017

Display Options:

*Grade Roster Type ▼

Display Unassigned Roster Grade Only

Grade Roster Action:

*Approval Status ▼ [save](#)

Student Grade		Requirement Designation		Transcript Note			
ID	Name	Roster Grade	Official Grade	Grading Basis	Program and Plan	Level	
<input type="checkbox"/> 1	Antoniello, Carmelita M	B ▼		GRD	Credit - Undecided	Freshman	
<input type="checkbox"/> 2	Arias, Dominique J	C ▼		GRD	Credit - Undecided	Freshman	
<input type="checkbox"/> 3	Batsh, Reem F	A ▼		GRD	Credit - Undecided	Freshman	

Ready to Post Final Grades

Once you have finished entering grades, go to the Grade Roster Action Menu and select “Ready to Post”.

Display Options:

*Grade Roster Type ▼

Display Unassigned Roster Grade Only

Grade Roster Action:

*Approval Status ▼

Student Grade		Requirement Designation		Transcript Note				
	ID	Name	Roster Grade	Official Grade	Grading Basis	Program and Plan	Level	
<input type="checkbox"/>	1	Antoniello, Carmelita M	B ▼		GRD	Credit - Undecided	Freshman	
<input type="checkbox"/>	2	Arias, Dominique J	C ▼		GRD	Credit - Undecided	Freshman	
<input type="checkbox"/>	3	Batsh, Reem F	A ▼		GRD	Credit - Undecided	Freshman	

Posting Final Grades

Scroll to the bottom of the page

1. Select All
2. SAVE
3. POST

<input checked="" type="checkbox"/>	12	De Anda, Valeria	A		GRD	Credit - Undecided	Freshman
<input checked="" type="checkbox"/>	13	Flores-Martinez, Jason J	A		GRD	Credit - Undecided	Freshman
<input checked="" type="checkbox"/>	14	Garcia, Destiny M	A		GRD	Credit - Undecided	Freshman
<input checked="" type="checkbox"/>	15	Gonzalez, Ivette	A		GRD	Credit - Undecided	Freshman
<input checked="" type="checkbox"/>	16	Gonzalez, Jazmine Y	A		GRD	Credit - Undecided	Freshman
<input checked="" type="checkbox"/>	17	Gonzalez, Karina	A		GRD	Credit - Undecided	Freshman
<input checked="" type="checkbox"/>	18	Harada, Chika	A		GRD	Credit - Registered Nurse	Sophomore
<input checked="" type="checkbox"/>	19	Hernandez, Herberth G	A		GRD	Credit - Undecided	Freshman
<input checked="" type="checkbox"/>	20	Hernandez, Lorena	A		GRD	Credit - Undecided	Freshman

[View All](#) | [Download](#) | Rows 1 - 20 of 41

1. [Select All](#) [Clear All](#) [Printer Friendly Version](#)

[notify selected students](#) [notify all students](#)

2. [SAVE](#) [POST](#) **3.**

Assigning an Incomplete

When assigning an incomplete you will get a pop up window to prompt you to enter the Default/ Lapse Grade. In the pop up you will also specify the actions the student needs to complete and the reasons for the incomplete. You will also use this pop up window to notify the student.

Student Grade		Requirement Designation		Transcript Note		
	ID	Name	Roster Grade	Official Grade	Grading Basis	
<input type="checkbox"/>	1	Antoniello, Carmelita M	B ▼		GRD	
<input type="checkbox"/>	2	Arias, Dominique J	C ▼		GRD	
<input type="checkbox"/>	3	Batsh, Reem F	A ▼		GRD	
<input type="checkbox"/>	4	Calderon, Adrian B	I ▼		GRD	
<input type="checkbox"/>	5	Carranza, Jazmin	A		GRD	
<input type="checkbox"/>	6	Castro, Alan J	C		GRD	
<input type="checkbox"/>	7	Contreras, Chelsea A	F		GRD	
			I			

Student Incomplete

Calderon, Adrian B

Class Section Information

Term: 2017 Fall
 Subject: CINEMA Catalog Nbr: 107
 Class Nbr: 28643 Section: V06
 Description: Undstn Motion Pctr

Grade In/Official

Grade In/Official: I /

Lapse Status

Incomplete: Action Reason

Lapse Deadline: 12/16/2018 Lapse To Grade:

Student Notification:

Actions to Complete Incomplete

1. Select the Actions necessary to complete the incomplete and
2. Write in the Student Notification box your instructions to the student.

Student Incomplete

Calderon,Adrian B

Class Section Information

Term	2017 Fall	Catalog Nbr	107
Subject	CINEMA	Section	V06
Class Nbr	28643	Description	Undstn Motion Pctr

Grade In/Official

Grade In/Official I /

Lapse Status

Incomplete Action Reason

Lapse Deadline 12/16/2018 Lapse To Grade F

Student Notification

OK Cancel

Student Incomplete

Calderon,Adrian B

Class Section Information

Term	2017 Fall	Catalog Nbr	107
Subject	CINEMA	Section	V06
Class Nbr	28643	Description	Undstn Motion Pctr

Grade In/Official

Grade In/Official I /

Lapse Status

Incomplete Action Complete Assignr Reason

Lapse Deadline 12/16/2018 Lapse To Grade F

Student Notification

Adrian,
Per our conversation, you are being assigned an Incomplete. To complete this class you need to:
1. Submit your last response paper.
2. Submit your final paper on Birth of a Nation.

OK Cancel

Reasons for Incomplete

1. Select the reasons for the incomplete and
2. Select Lapse To Grade by clicking the spyglass
3. Click OK to save and notify student

Student Incomplete

Calderon, Adrian B

Class Section Information

Term	2017 Fall		
Subject	CINEMA	Catalog Nbr	107
Class Nbr	28643	Section	V06
Description	Undstn Motion Pctr		

Grade In/Official

Grade In/Official	I	/
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Lapse Status

Incomplete	Action	Complete Assignr ▼	Reason	▼
Lapse Deadline	12/16/2018	Lapse To Grade	F	🔍
Student Notification	Adrian, Per our conversation, you are being assigned an Incomplete. To complete this class you need: 1. Submit your last response paper. 2. Submit your final paper on Birth of a Nation.			

OK Cancel

Student Incomplete

Calderon, Adrian B

Class Section Information

Term	2017 Fall		
Subject	CINEMA	Catalog Nbr	107
Class Nbr	28643	Section	V06
Description	Undstn Motion Pctr		

Grade In/Official

Grade In/Official	I	/
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Lapse Status

Incomplete	Action	Complete Assignr ▼	Reason	Personal Emerger ▼
Lapse Deadline	12/16/2018	Lapse To Grade	F	🔍
Student Notification	Adrian, Per our conversation, you are being assigned an Incomplete. To complete this class you need: 1. Submit your last response paper. 2. Submit your final paper on Birth of a Nation.			

OK Cancel

Look Up Lapse To Grade

SetID: LACCD
Grading Scheme: GRD
Grading Basis: GRD
Grade Input: begins with ▼
Description: begins with ▼

Look Up Clear Cancel Basic Lookup

Search Results

View 100 First 1-10 of 10 Last

Grade Input	Description
A	Excellent
B	Good
C	Satisfactory
D	Passing
F	Failing
I	Incomplete
IP	In Progress
MW	Military Withdrawal
RD	Report Delayed
W	Withdrawal