



# Connecticut Technical High Schools

## The Scoresheet: An Overview

The Grade book opens to the Scoresheet Tab.

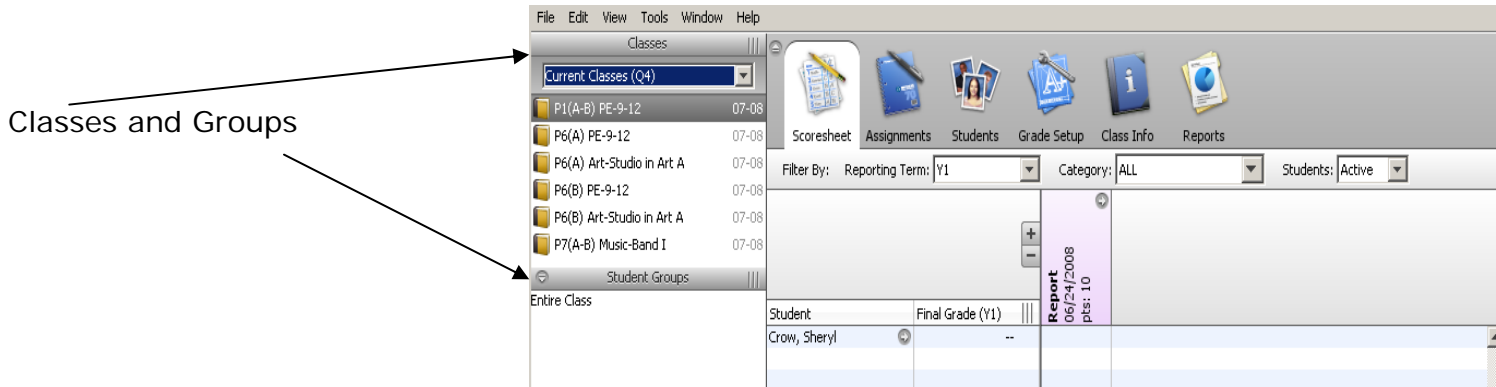
The following provides an Overview of the Scoresheet

## The Scoresheet is your Gradebook

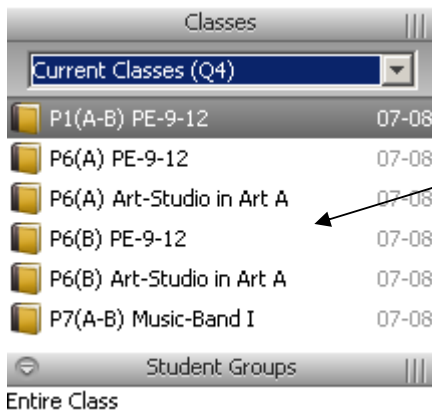
The Scoresheet is where the grades for assignments are entered.

Scoresheet window description:

When the Gradebook is open, the **left** side is divided into two sections:



**Classes** has a drop down menu to choose which semester you wish to view.



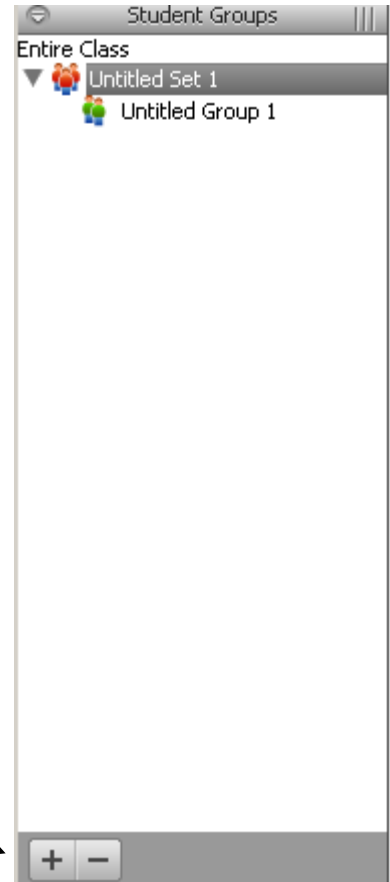
Your classes will be listed in the window below.

## Student Groups

Here you can create groups within a class.

- You can give different assignments or due dates to different groups
- A band teacher could group students by the instrument they play.
- Multi-grade classroom teachers could group students by grade-level.

Since Student Groups are class-specific, you will need to create Student Groups for each class in which you want to use groups.



To add groups you first need to create a set by clicking on the "+" plus sign at the bottom of the Student Groups panel.

For more information on creating sets and groups, see Tutorial on **Student Groups**.

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