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Submitting Final Grades

1 In VikeHub, Click "myCarlAlbert"

Quick Links

-  CASC Email
-  Blackboard
-  myCarlAlbert
-  Early Alert Reports (EARs)
-  Lecture Capture Lab Reservation
-  I.T. Support
-  Maintenance Requests

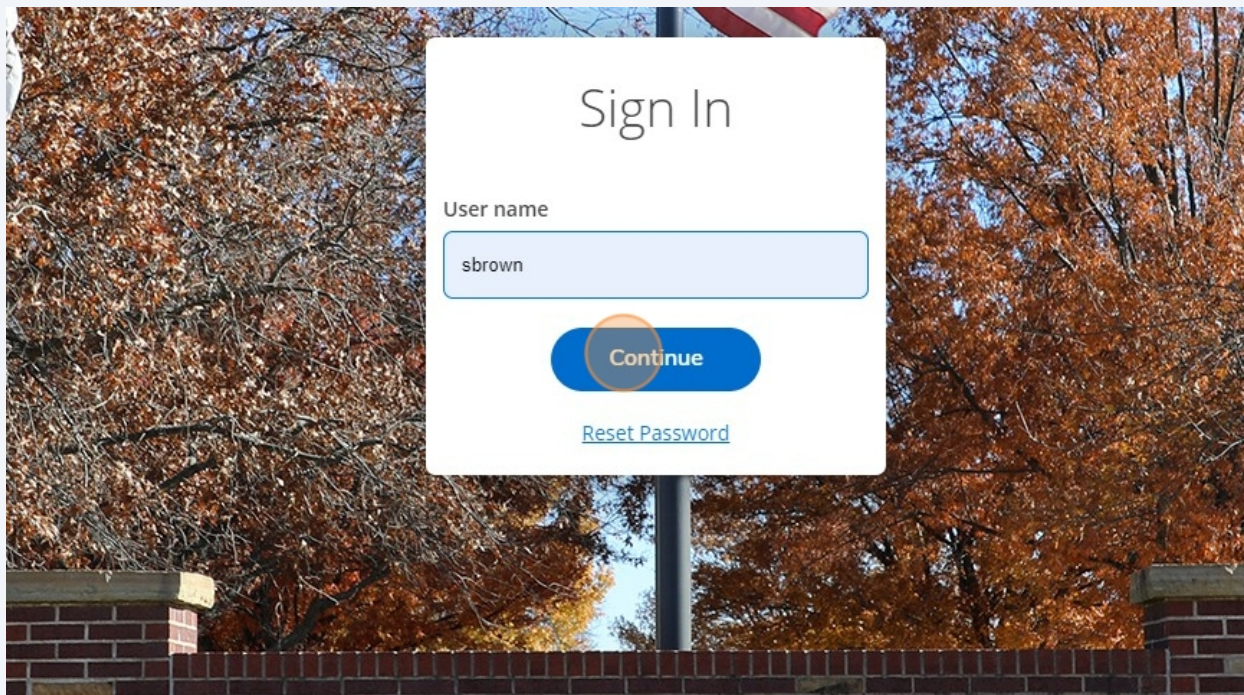
Good

May 2, 2024 /// N

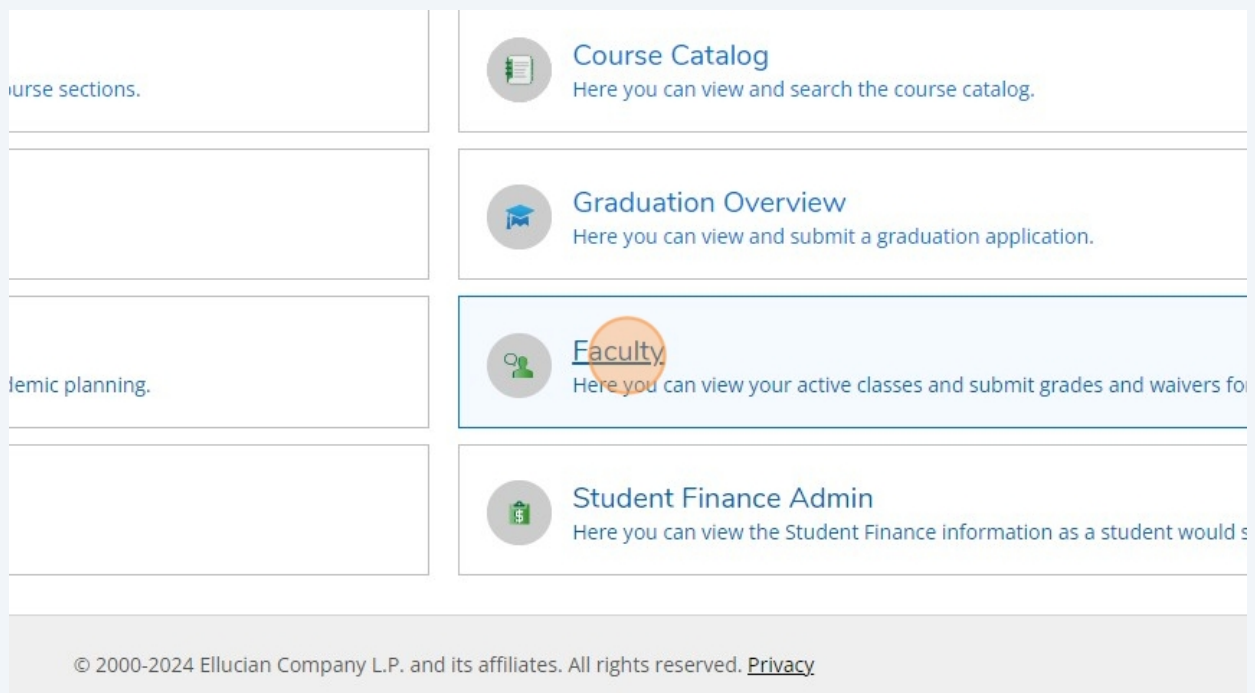
Are there a
encourage

" Faculty

2 Log in.



3 Click "Faculty"



4 Select one of your courses to submit grades.

Section	Times	Locations
PHIL-1113-6133: Introduction to Philosophy	5/29/2024 - 7/25/2024	Online

Spring 2024

Section	Times	Locations
PHIL-1113-3677: Introduction to Philosophy	M/W/F 11:00 AM - 11:50 AM 1/17/2024 - 5/17/2024	Ollie Cntr for Academic Ex Lecture
PHIL-2123-6382: Ethics	1/17/2024 - 5/17/2024	Online
RLED-1123-3050: New Testament	M/W/F 12:00 PM - 12:50 PM 1/17/2024 - 5/17/2024	Ollie Cntr for Academic Ex Lecture

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5 Click "Grading"

Spring 2024
Poteau Campus

M/W/F 11:00 AM - 11:50 AM
1/17/2024 - 5/17/2024
Ollie Cntr for Academic Exce, 1320 Lecture

Seats Available ⓘ 16 / 14 / 30 / 0

[Deadline Dates](#)

Waitlisted 0

Roster **Grading** Permissions Waitlist

Student Name	Student ID
Ji	01555555

6 Click "Final Grade"

Spring 2024
Poteau Campus

M/W/F 11:00 AM - 11:50 AM
1/17/2024 - 5/17/2024
Ollie Cntr for Academic Exce, 1320 Lecture

Seats Available ⓘ 16 / 14 / 30 / 0

[Deadline Dates](#)

Waitlisted 0

Roster **Grading** Permissions Waitlist

Overview **Final Grade** Certify Roster (CA or NA Grades) Midterm Grade (Letter Grades)

Final grading is not complete. Please enter and post all grades.

Student Name	Student ID	DO NOT USE	Last Date of Attendance	Final Grade	Expi
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7 Click this dropdown to select the grade for each student.

m Grade (Letter Grades)

	Last Date of Attendance	Final Grade	Expiration Date	Class Level
☐	M/d/yyyy	Select Grade ▼	M/d/yyyy	Sophomore
☐	M/d/yyyy	Select Grade ▼	M/d/yyyy	Sophomore
☐	M/d/yyyy	Select Grade ▼	M/d/yyyy	Freshman

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If a student has earned an F, you'll need to put in the last date of attendance (for in person classes) or last date of submission (for online courses).

ions Waitlist

Roster (CA or NA Grades) Midterm Grade (Letter Grades)

ent ID	DO NOT USE	Last Date of Attendance	Final Grade	Expiration
	☐	M/d/yyyy	A	M/d/yyyy
	☐	M/d/yyyy	F	M/d/yyyy
	☐	M/d/yyyy	M/d/yyyy	M/d/yyyy

9

Click the blue "Post Grades" button when you're finished entering all grades.