

Kentucky Technical System (KTS) and Infinite Campus (IC) Automated Data Exchange Project

Grade Calc Options Setup (formally Composite Grading)



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May 2016

Grade Calc Options (PATH: Scheduling > Courses > Grade Calc Options)

Grade Calc Options establish calculation preferences for all Grading Tasks aligned to a section or for each Grading Task individually. The **Hide All** and **Show All** button toggles back and forth. *If the grading tasks and calculation options are not visible*, click the **Show All** button to expand the list of options. Select the top two drop down boxes to fill in the Calculation Type and Grading Scale for all grading tasks. Click the **Hide All** button to hide the grading tasks and calculation options once again.

Before setting grade calculation options, Grading Tasks must be assigned to the Course.
Refer to the [KTS Grading Task Setup](#) document to complete this task.

The screenshot shows the 'Grade Calc Options' page with the 'Show All' button highlighted in yellow. The 'Grading Tasks' section is currently empty, and the 'Type' dropdown is set to 'No Calculation'.

Term	Schedule	Grading Task	Composite	Calculation
All	All	All		Type: No Calculation

The screenshot shows the 'Grade Calc Options' page with the 'Hide All' button highlighted in yellow. The 'Grading Tasks' section is expanded, showing two rows. A red box highlights the calculation options for the first row, and red arrows point from this box to the calculation options for the second and third rows.

Term	Schedule	Grading Task	Composite	Calculation
Q3	Main	CTE Term Grade	<input type="checkbox"/>	Fill Calculation Type In Progress Grade *Grading Scale: CTE Grading Scale <input type="checkbox"/> Weight Categories <input type="checkbox"/> Use Score's % Value
Q3	Main	CTE Final Grade	<input type="checkbox"/>	Type: In Progress Grade *Grading Scale CTE Grading Scale <input type="checkbox"/> Weight Categories <input type="checkbox"/> Use Score's % Value

Fill Calculation Options, applied to all grading tasks

For each Grading Tasks, select the **Calculation Type** from the dropdown list.

The following table describes the **Types**:

Option	Description
No Calculation	<p>Select this option to exclude the task from calculation of students' In Progress grades in the Grade Book.</p> <p>This option is pre-selected and cannot be modified when a grading task is marked as Post-only on the Course Grading Tasks tab or the Course Masters Grading Task tab. No assignments or categories can be assigned to this grading tasks.</p>
In Progress Grade	<p>Select this option to calculate an In Progress grade for this task. Additional options appear when this option is selected:</p> <ul style="list-style-type: none">• Grading Scales - Choose a scale to convert student score percentages into grades in the scale, such as A-, B+, D, etc.• Weight Categories - Marking this checkbox indicates the Weight values entered for the Category should be included in the calculation of the In Progress grade.• Use score's % value - Marking this checkbox calculates scores based on the percentage of points earned for each assignment rather than the raw point value across all assignments. For example, two assignments are scored as 8/10 and 100/100. The point value calculated for these two assignments would be 108/110, or 98%. The percent value calculated would be 80% and 100%, or 90% for the Category. If this option is chosen, all assignments aligned to the Standard must be worth more than zero points.

Composite Grading

For grading tasks that are calculated together with other grading tasks to have a composite grade (i.e. CTE Final Grade), mark the Composite checkbox. This displays a Child Task/Standard editor within the grading task window. Here, the Grading Tasks can be set to properly calculate the composite grade.

In the example on the next page, the CTE Final Grade is marked as Composite and combines the student's CTE Term Grade Quarter 1, CTE Term Grade Quarter 2, CTE Term Grade Quarter 3, and CTE Term Grade Quarter 4 together. Each of the CTE Term Grades are worth 25% of the CTE Final Grade.

IMPORTANT NOTES:

- Grading Tasks must be assigned to the Course first through the Grading Tasks tab.
- Active Terms must be set properly BEFORE setting the composite grade.
- The Weight field value can be entered as a decimal or as a whole number, but the total Effective Percentage of all the child tasks entered here cannot be more than 100%
- A task can only be selected once. Previously chosen tasks display in gray and cannot be chosen again.

Assign a Composite Grade Calculation

1. Locate the Grading Task to set as a Composite.
2. Mark the **Composite** checkbox - the **Child Task/Standard** editor displays.
3. Select the Grading tasks to be used in the composite calculation.
4. Enter the **Weight** value for each of the Child Task/Standards.
5. If desired, mark the **Lock Composites** checkbox. When this is marked, teachers will not be able to modify the composite grading setup in their Instruction module (i.e. add more child task/standards or change weight values entered here), even if they have the tool rights to modify composite grading information.

Example:

Course
Sections
Grading Tasks
Standards
Categories
Grade Calc Options
Course Rules

Any changes made to grade calculation options in the Course Master or Course after the teacher has accessed the Planner or section's Grade Book, Post Grades, or Assignment Overview will NOT be reflected in Campus Instruction. This is done so student grades are not modified.

Standards
No Standards Available

Grading Tasks

Term/Grading Tasks: Fill Calculation Type

Term	Schedule	Grading Task	Composite	Calculation
Q1	Main	CTE Term Grade	<input type="checkbox"/>	Type: <input type="text" value="In Progress Grade"/> *Grading Scale: <input type="text" value="CTE Grading Scal"/> ⓘ <input type="checkbox"/> Weight Categories <input type="checkbox"/> Use Score's % Value
Q2	Main	CTE Term Grade	<input type="checkbox"/>	Type: <input type="text" value="In Progress Grade"/> *Grading Scale: <input type="text" value="CTE Grading Scal"/> ⓘ <input type="checkbox"/> Weight Categories <input type="checkbox"/> Use Score's % Value
Q3	Main	CTE Term Grade	<input type="checkbox"/>	Type: <input type="text" value="In Progress Grade"/> *Grading Scale: <input type="text" value="CTE Grading Scal"/> ⓘ <input type="checkbox"/> Weight Categories <input type="checkbox"/> Use Score's % Value
Q4	Main	CTE Term Grade	<input type="checkbox"/>	Type: <input type="text" value="In Progress Grade"/> *Grading Scale: <input type="text" value="CTE Grading Scal"/> ⓘ <input type="checkbox"/> Weight Categories <input type="checkbox"/> Use Score's % Value
Q4	Main	CTE Final Grade	<input checked="" type="checkbox"/>	Type: <input type="text" value="In Progress Grade"/> *Grading Scale: <input type="text" value="CTE Grading Scal"/> ⓘ

*Child Task/Standard	*Weight	Effective %
<input checked="" type="checkbox"/> Q1 CTE Term Grade <input type="text" value="25"/>	25	25.00
<input checked="" type="checkbox"/> Q2 CTE Term Grade <input type="text" value="25"/>	25	25.00
<input checked="" type="checkbox"/> Q3 CTE Term Grade <input type="text" value="25"/>	25	25.00
<input checked="" type="checkbox"/> Q4 CTE Term Grade <input type="text" value="25"/>	25	25.00

Lock Composites

Composite Set Only At Technical School

- Composite grading under the Grade Calc Options tab will only be set up on the technical school courses at the technical school.
- Feeder high schools **will not** set up composite grading on the Grade Calc Options tab for technical school courses at the high school because grades received during the sync process will be composite grades.

For more information contact ktssupport@education.ky.gov.