



## **Checking your current class averages in SchoolTool:**

As a reminder, please continue to check your current educational progress in SchoolTool on a daily basis. In SchoolTool, you can see your current class average and assignments/scores for these assignments. To see your current average for a class and assignments/scores for the class, follow the steps below. If you have any questions about a grade or assignment, reach out to your classroom teacher.

- In your SchoolTool portal, click the “Assignments” tab
- A new window will open up and it will list across the top the School Year (make sure the correct school year is selected), the Marking Period (select the current Quarter) and Courses (All Courses). Below will list all of your current assignments and scores for all classes. 
- To get a pop-up window of all of your current averages for all classes, click on the blue  next to the drop down arrow. A smaller screen will open with a list of averages.
- To pick a particular class and see your current average and assignments, click on the drop down arrow in the “Courses” section. Select a particular course.
- The screen will update with information for this course only and next to the course “Avg:” will appear and display your current average.
- If an assignment has a “0” for a score or an “M”, you probably didn’t turn this assignment in!
- If there is a blank for the score, your teacher may not have graded the assignment yet.

Note: We only use the “Grades” tab to view 5-week reports and report cards. This tab will only show the grades submitted at 5-weeks. It will not show your updated averages.