Posting Midterm Grades

Campus Connect is where Midterm Grades for students must be posted. Midterm grades provide students and advisors with earlier, instructor-generated feedback on their academic performance. When reporting midterm grades, faculty will report what grade the student is currently earning based on work done up to the midway point in the course. Letter grades of A-F will be reported for gateway* and IVYT courses, with grades of SA-SF reported for developmental courses. No other grade identifiers will be utilized other than these letter grades. If a student is not attending class anymore, the student should still be issued the appropriate grade rather than any kind of “W” to denote withdrawal.

*Note: There is a 30-minute time limit on the screen where you enter Midterm Grades. We suggest submitting your Midterm Grades often if you have quite a few for each class.

1. From within Campus Connect, locate the Faculty Links box. Click Midterm Grades.

2. Select the term i.e. Fall 2014.

3. Click Submit.
4. Click the **dropdown arrow** to select the course you wish to submit Final Grades for.

![Select a CRN](image)

5. Click **Submit**.

6. You will now see the roster for the course you selected. Click the dropdown arrow next to each student under the grade column. Post midterm grades as appropriate.

![Mid Term Grades](image)

7. Click **Submit**.

*Note: If you have multiple classes, you may have to log out and log back in to see your classes in the drop box.*