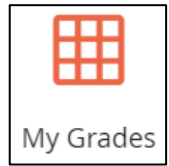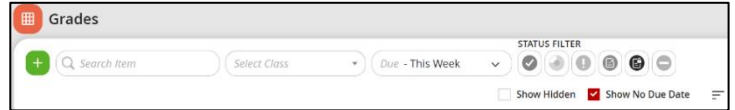## STEP 1: Click "My Grades"

From your student dashboard, click the **My Grades** icon on the left-hand navigation. This is where you will see all assignments, assessments, and discussion posts.

My Grades

STEP 2: Search and Filter

You can search for a specific item, items from a specific class, or items based on due date.

You can also use the Status Filter to sort items. Status types are shown in Step 3.

Grades

Search Item | Select Class | Due - This Week | STATUS FILTER

Show Hidden | ☑ Show No Due Date

STEP 3: Navigating the Status Filter

| ✅ | Finished | 🔵 | In Progress | ⚠️ | Ready to Score | 📄 | Assigned |
| ❓ | Missing | 🔒 | Locked | ⊖ | Not Assigned | | |

STEP 4: Selecting an Item

Any item with the green check mark has been finished and graded.

1st Grade Homeroom/Meeting Spot Training Classroom | Unit 1 Quiz | ✅ | 4 No due date | 👁️
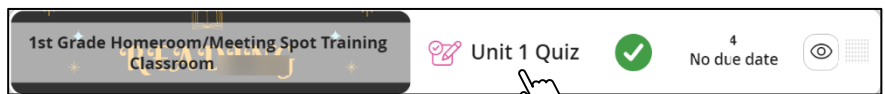
When you click the item, you will
be directed to the item within your Coursework to view your grade and any teacher feedback.

STEP 5: Checking Grades

When you are directed to the item, review your Percent Score, the Date Submitted, Instructions/Attachments for the item, and Instructor Feedback the teacher has provided.

Decimal Place Value Quiz

✅ **Finished**   Max Points   My Score   Percent Score   Date submitted:
Due Date Time: **5**   **4**   **80.00%**   05/17/2023 2:43 PM
-

⌄ Instructions / Attachments

Check for Understanding - Show what you have learned about place value with decimals by showing your work for each question.

⌄ Instructor Feedback

Great job!

05.09.23