


Checklist

- Make sure the material has a due date. Items sync based on due date. So, if an item is associated with Q1 in SGY with a due date in the future, it may sync with a due date that places it in Q2 in PowerSchool. If an item does not have a due date, it will sync to the last day of the grading period to which it's associated. If no grading period is associated, it will sync to the last day of the year.
- From Gradebook > Grade Setup, select each category and ensure that the weighting (percentages or total points) matches with the way the grade is being calculated in {insert SIS name}.
- After selecting the Grading Category, account for any "Drop Lowest" that's been selected.
- In Grade Setup, please take note of whether Round Period/Final Grades is selected.
- In Grade Setup, please also check to see if Weight Categories is selected- If not, all categories will be weighed equally.
- From the Gradebook, select the options icon () > Bulk Edit. Scroll through the items. Ensure that everything has a Factor of 1.0. Account for any item greater than Factor 1, and understand that a Factor of zero means that the graded item has no weight in SGY, and Factor 1 in PowerSchool.
- In this area, please also ensure that every item has the desired category.
- Please note that if there are any unused categories in PowerSchool/Schoology, there is sometimes a discrepancy with how that part of the weight is calculated. Please remove any unused categories as necessary.
- Extra Credit: Extra Credit is given to a student by awarding a greater number of points than the total assignment value (ie., 105 points for an 100 point assignment). PowerSchool will accept this value and therefore Schoology will send the 105 points to PowerSchool for the given student score.