# Gradebook Navigation for Secondary Families (grades 6-12)

Gradebook offers parents and students online access to real-time information about how students are doing in school. Guardians may set up weekly email notifications each semester to alert them of missing assignments or an alert to notify them if their student's grade falls below a certain threshold.

To sign into Gradebook, go to the Everett Public Schools' website: https://www.everettsd.org/ and click on the **A+ Grades** icon. Click on the "EPS Gradebook" icon to see more information on Gradebook.
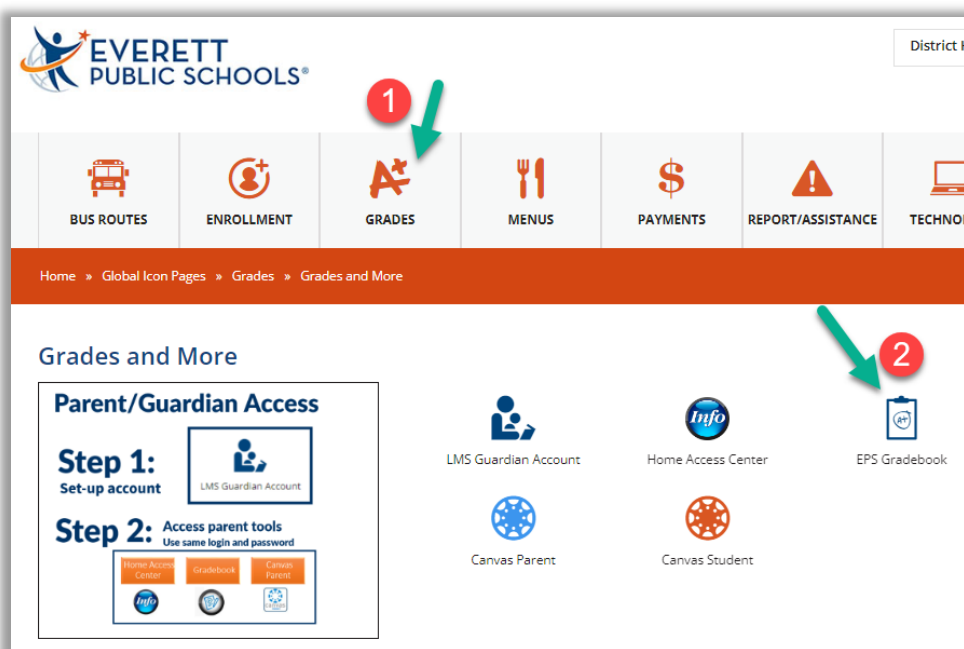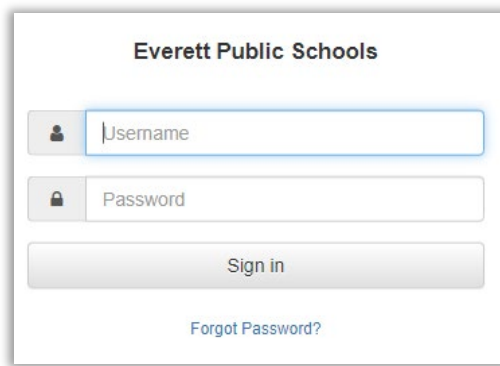

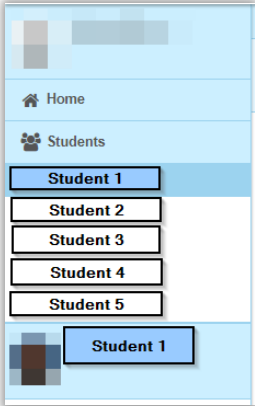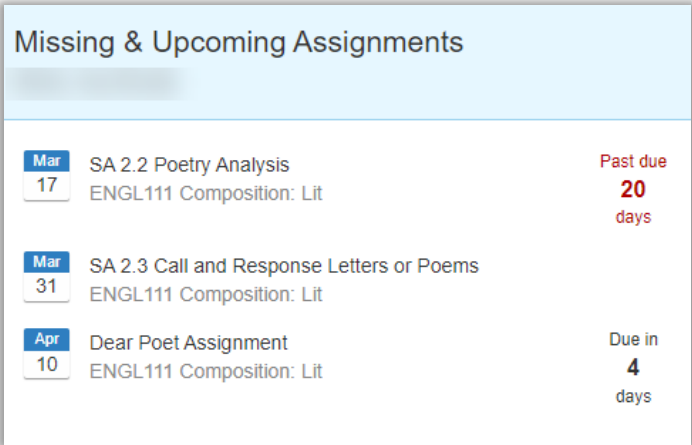Click on the Report Card icon to log in to Gradebook.
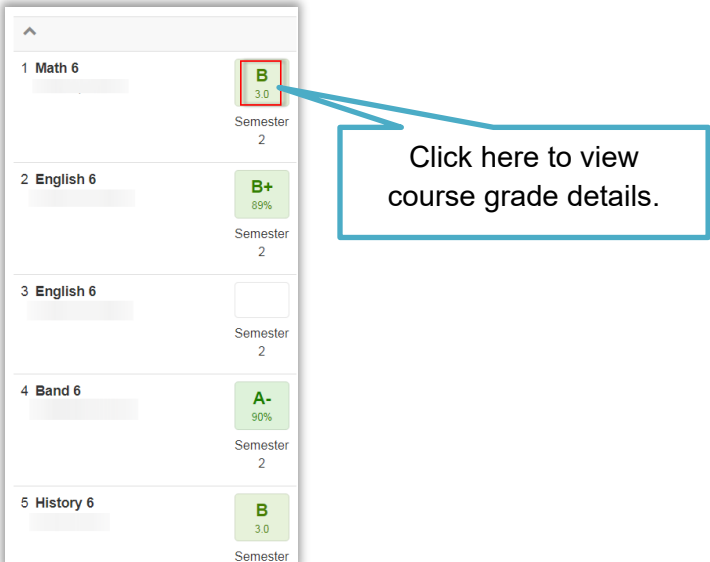
Students will log in using their computer/Chromebook account.

Parents will log in using the same account for Gradebook and Canvas Parent websites. Parent/guardian username is traditionally your first initial, period, last name such as J.Doe for John Doe. If you do not know your parent/guardian username and password, please see this link for further instructions.

Everett Public Schools

Username

Password

Sign in

Forgot Password?

Once logged in, you will see the following menu options.
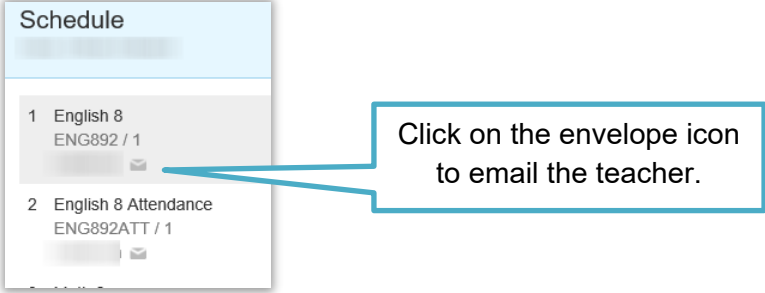
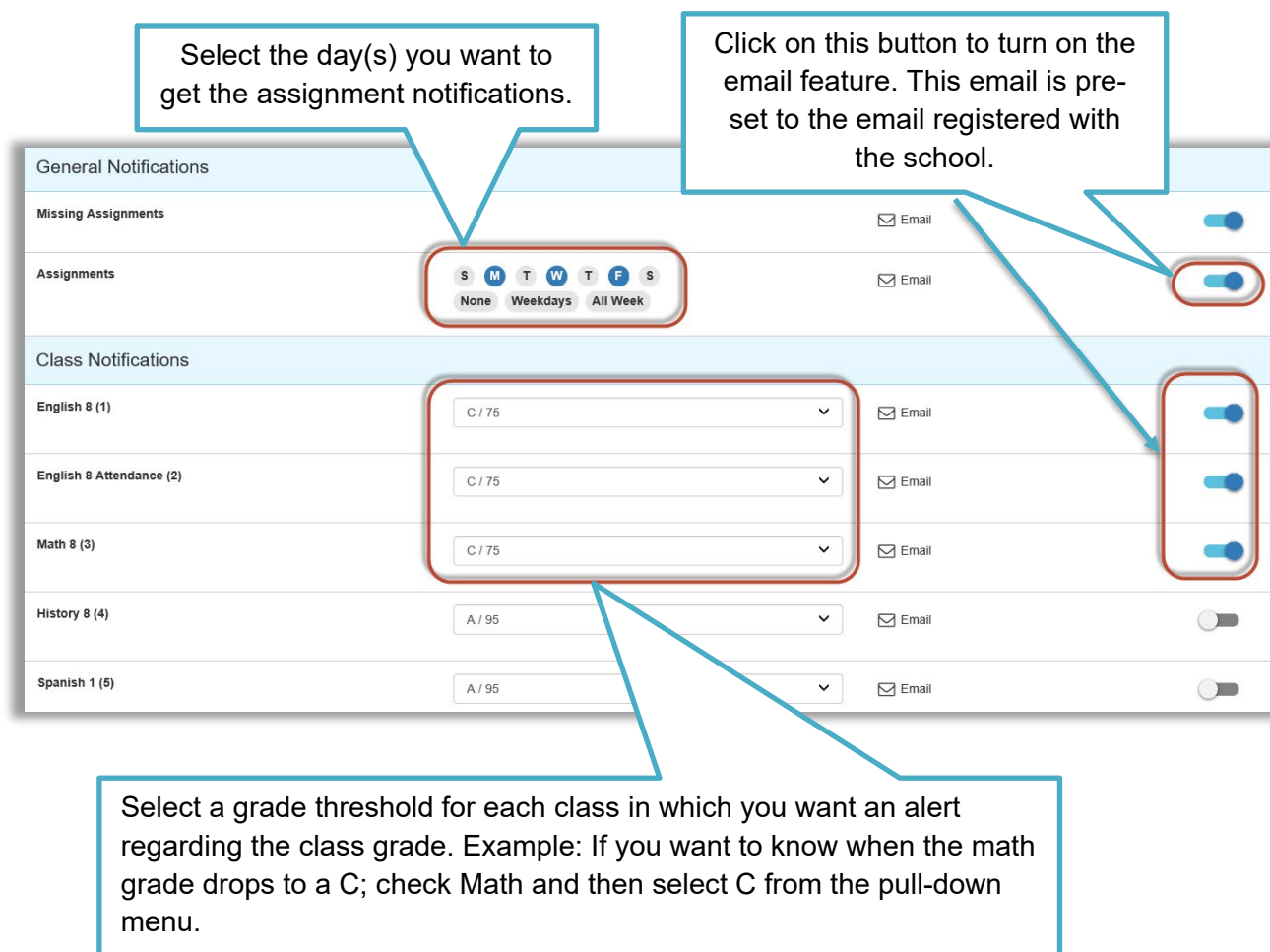|	
Students menu –If you are a student, you will only see your own information. If you are a parent and you have more than student in our district, you will see them in a list on the left. Clicking the student's name will toggle the information to that specific student. If using a mobile device, you may need to go to the triple bar menu icon to see the menus.	
Missing and Upcoming Assignments menu – provides a list of missing and upcoming assignments.	
Grades menu - provides student grades and details such as classwork, home assignments, assessments, etc.	

Assignment page includes the overall grade, categories, points earned for each classwork. At the top right corner, you will find the student's current grade. If a teacher uses weighted categories, a pie chart representing the category weight will show up in the "Categories" section.

English 6 2

Semester 2

Click on the envelope icon to email the teacher.

Overall grade for the grading term.

B+
89%

GB Assignments   Attendance   Narrative

Categories

Category details for the class.

classwork/homework
605 / 709
35% of grade

B
85%

assessments/papers
145.6 / 160
65% of grade

A-
91%

GB Assignments

Assignment details for the class.

Jun 16	Walk Two Moons essay - Ideas assessments/papers	**20** max 20	**A** 100%
Jun 16	Walk Two Moons essay - Structure assessments/papers	**18** max 20	**A-** 90%
Jun 16	Walk Two Moons essay - Use of Language assessments/papers	**18** max 20	**A-** 90%

Attendance menu – provides attendance information. Red and yellow colors indicate an attendance has been entered. Clicking on the colored date in the calendar view will take you to the absence detail.

2018-2019
42 class absences
2 class tardies, 2 unexcused
Show Attendance Totals

Dec   Jan   Feb   Mar   Apr   May

Non-school Day   Present   Absent   Tardy

February
14 class absences
1 class tardy, 1 unexcused

Feb 26	1	English 8	Travel or Vacation	TVE
		parent email		
	2	English 8 Attendance	Travel or Vacation	TVE
	3	Math 8	Travel or Vacation	TVE

Date updated: April 6, 2023

Schedule menu – provides a list of classes scheduled for the current semester.	**Schedule** 1 English 8 ENG892 / 1 2 English 8 Attendance ENG892ATT / 1 Click on the envelope icon to email the teacher.
Notifications menu – enables the ability to subscribe to a weekly email alert for missing assignments each semester. You must have an email on file at the school to use this option.	Because notifications are tied to a schedule, you will need to update your email notification preferences each semester. Set a calendar reminder for mid-September and mid-February each year to update your notification subscription preferences in Gradebook.

Select the day(s) you want to get the assignment notifications.

Click on this button to turn on the email feature. This email is pre-set to the email registered with the school.

General Notifications

Missing Assignments			☑ Email	⬤
Assignments	S M T W T F S None Weekdays All Week		☑ Email	⬤

Class Notifications

English 8 (1)	C / 75 ⌄	☑ Email	⬤
English 8 Attendance (2)	C / 75 ⌄	☑ Email	⬤
Math 8 (3)	C / 75 ⌄	☑ Email	⬤
History 8 (4)	A / 95 ⌄	☑ Email	○
Spanish 1 (5)	A / 95 ⌄	☑ Email	○

Select a grade threshold for each class in which you want an alert regarding the class grade. Example: If you want to know when the math grade drops to a C; check Math and then select C from the pull-down menu.

Click on "Save" button when done to keep your changes.

Date updated: April 6, 2023