How do I open grading for teachers?

Go to the Grading folder, click on Maintenance, then click on the tab for Grade Headings and Terms. Click "Open" on the term you wish to open. Once the grading window closes for teachers, go back to Grade Headings and Terms and click "Open" again to close.

Article ID: 101 Last updated: 30 Jan, 2012 Grading -> FAQ -> How do I open grading for teachers? http://www.imgsoftware.com/kb/entry/101/