How are Rankbook Grades/Averages imported into Grade Headings when submitting grades?

Q. How are Rankbook Grades/Averages imported into Grade Headings when submitting grades

A. Teachers use Add/Modify Course Grades (iTeacher/Rankbook) or My Courses/Submit Course Grades (Gradebook) to submit the grades from the Rankbook/Gradebook to iPASS Grades for use on the Report Cards or Progress Reports.

1. Go to < iTeacher > < Add/Modify Course Grades > or < My Courses > < Submit Course Grades >

2. Select Term, Course, Grade Heading, and the Rankbook Average to import (Current Term or YTD).

3. Click Search to load class list and the selected Rankbook Average will import into the selected Grade Heading column.

4. Submit to record the grades.

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http://www.imgsoftware.com/kb/entry/493/