Virtual Bryn Mawr Virtual Grading Basics

- 1. To log in go to <u>http://virtual.brynmawr.edu</u>, this will bring up the login page, type in your User ID and your College Password.
- 2. From the Main Menu, under Self-Service click on Faculty Center. The current term classes should appear. However, if needed click Change Term.

Click the button next to the proper term, and then Continue.

3. Under the My Schedule tab you will see a grid with the courses you are teaching this semester.

For each course you will see the following:

The icons: lottery roster , the class roster , and the grade roster (not available until the end of the semester).

4. Select the grade roster . (This will bring up a table with the student grade roster)
Select the grade for each student from the pull down menu. Undergradu 2BDCihiadu 200(r)-2hhiadu 204 (BDC)\$()T\$ (\$x\$(1)-4.004 (k)-2hhiofh)V4.00Ele

Undergraduate Grading Scale:

4.0	Excellent	AUD	Audit
3.7	Excellent -	CIP	Course in Progress