

EDIT MENU

UTOSAVE...

You can have Grades automatically preform the save command for you.

To activate AustoSave :

- Click on the radio button: "Enabled"
- Move the sliders to indicate how often you want "Grades" to perform the save command and how long it should wait for inactivity.

COLLECTION PASSWORD

To protect the data file, choose a password. "Grades" recognizes password as case sensitive. Keep a copy of it in a safe place.

PREFERENCES

reference window

- Course name: The course name you entered here is printed as headers in most reports.
- Show GPA on Class Reports: Check this box if you want to show the GPA index (user definable in the "Grade Scale" window) in the final grade reports.
- Show coded Students ID#: In some Universities and Colleges it is prohibited to publish the Student ID because it reflects the Social Security Number. Coded ID# shows the first letter of the last name plus the last 4 digits of the ID#.
- Extra Credit is worth: Here you can define the actual weight of the extra credit examinations. The default is 5 points or 5% of the final grade.

SHOW CLIPBOARD

Shows the content of the system clipboard.