**VIEWING GRADE CHANGES**

After the grading period ends, any changes or modifications to grades must be entered by the school administrator or grade coordinator in IMPACT SIM. Once grade changes are made in IMPACT SIM, the user may view the edited grades in Gradebook in the following three places:

1. **Gradespeed Monitor.** Log into Gradebook and select . Then, select the desired student and the appropriate cycle in which the changes were made in SIM. Grades that have been adjusted in SIM will be highlighted in GREEN to reflect that it is a different grade from what was originally entered in the teacher’s gradebook.

   ![Gradespeed Monitor](image)

   Notice the Writing Standards grade that was changed to a ‘C’ in SIM is now highlighted in GREEN. This indicates that a grade change has been made in SIM and has successfully moved back to Gradebook.

2. **Regenerated Report Card or Progress Report.** Once a grade change has been made in SIM, an administrator may regenerate the Report Card in Gradebook to view the revised change.

   - Click  
   - Click  
   - Select the desired cycle and student, then click .

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Notice the corrected grade is reflected on the report card after it is regenerated.

3. **Cumulative Grades Tab within the CURRENT cycle of teacher’s gradebook.** Adjusted grades will be displayed under the appropriate cycle column within the teacher’s current Gradebook, under the Cumulative Grades tab. Do not change the cycle back to a previous cycle to view the adjusted grades – you will not see them there. Teachers will see modified grades from a previous cycle only when the view is set to the current cycle.