

Illuminate - Gradebook Training

Gradebook guides and step by step instructions:

Video

[Gradebook Setup](#) - Elementary

[Gradebook Setup](#) - Secondary

[Enter Report Grades](#) - Secondary

[Manage Gradebook Preferences](#)

[Add Assignments and Enter Scores](#)

[Filtering Gradebook](#)

Step by Step Guides

[Gradebook Reports](#)

[Collaborate and Share Gradebooks](#)

[GradeScales](#)

TIPS:

- **Add all 3 Trimesters to each Gradebook to view students all year.**
 - Gradebook List>Details>Manage Students>add Trimester 3
- **Use Filtering to view particular assignments, terms, or students.**

For Elementary Grades ONLY

***Data Links**

For Gradebook and the report card to communicate, Data Links must be enabled.

[Configure Data Links](#)

Only configure for Automatic Report Card Links