

Final Grade Deadline Check

Run Query: ZP_SR_GSEP_MISSING_GRADE

- Institution: PUNIV
- Career: UGRD
- Acad Group: SEAVR
- Session: blank
- Term: 21__

1. When receive deadlines from Eva Reid, email the Directors
2. 1 Week from deadline, email Directors
3. Day grades are due – email faculty & cc directors
4. After running the query, sort grades by session code (IL 1- IL 7)
5. Save Grade Reports in S:Drive – Academics – Grades – Missing Grade Reports
- Term