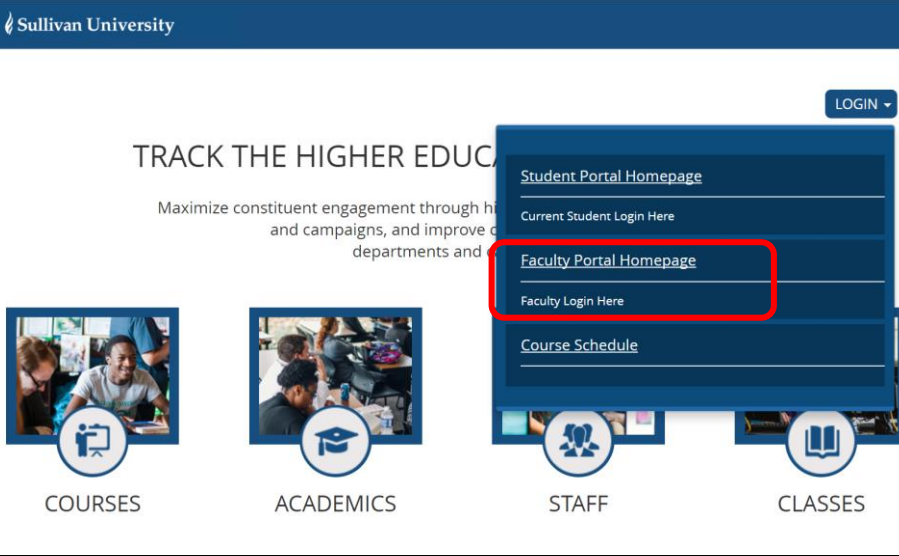
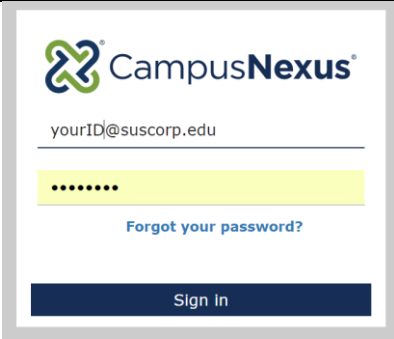
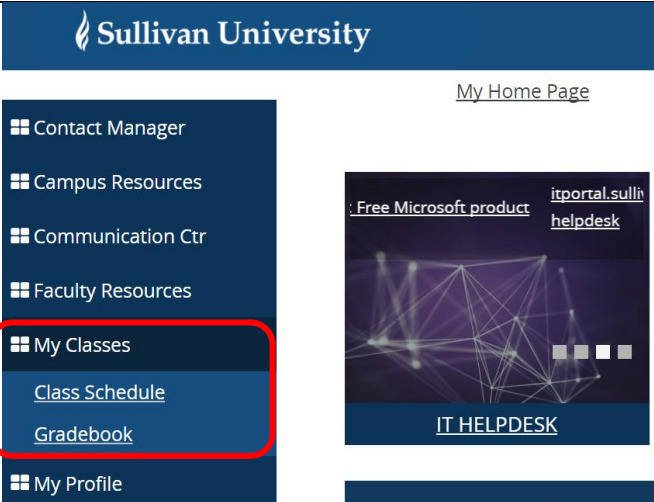


Posting Mid-Term Grades

It is important that you post mid-term grades by the due date listed in The GIST. Although mid-term grades do not show up on the students' final transcripts, they are important indicators of whether students will be able to succeed in the course.

	<p>Go to http://secureportal.sullivan.edu</p> <p>Select Faculty Portal Homepage</p>
	<p>Enter your username followed by @suscorp.edu</p> <p>Enter your password and click the sign in button.</p>
	<p>Select My Classes on the left navigation panel.</p> <p>Select Gradebook.</p>

View Course List for Term Fall Quarter 2017

Primary Course List
Below are all courses to which you are assigned as the Primary Instruc

Show 10 entries

Course	Course Title	Section	Term Period
GRAD710X	Research Design & Analysis	A1	9/25/2017 to 12/17/2017

In the Course column, click the link for the desired course.

Attendance Midterm Grades Final Grades

Midterm Grades

Only show active students

Student	Date Posted	Numeric Grade	Letter Grade	Comments
[REDACTED]	10/27/2017	0	A	<input type="text"/>
[REDACTED]	10/27/2017	0	A	<input type="text"/>

Post Midterm Grades

Select the Midterm Grades link.

Use the pull-down menu to select the letter grade for each student.

When you are finished entering grades, click the Post Midterm Grades button.