

# Ed-Fi Grading Periods

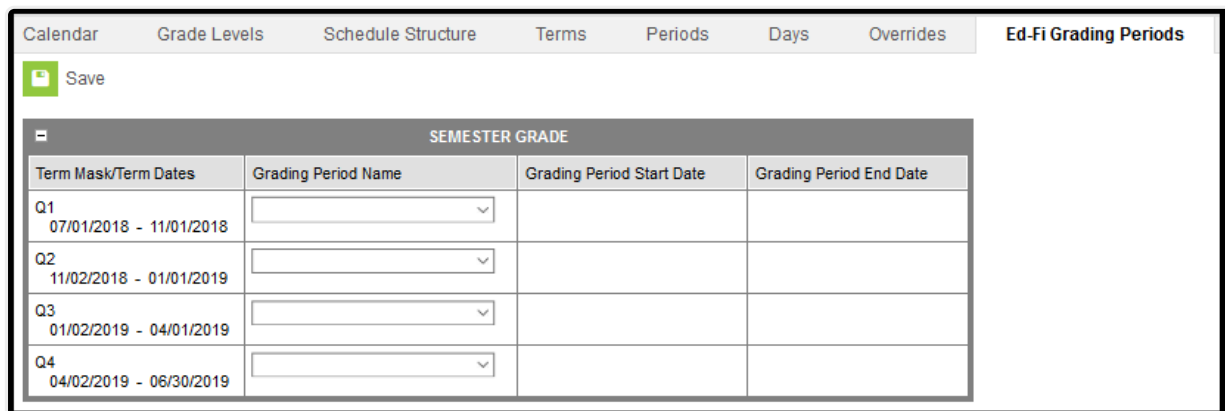
Last Modified on 12/14/2025 8:45 pm CST

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## Tool Search: Ed-Fi Grading Periods

The Ed-Fi Grading Periods tab aligns the calendar periods to grading terms. In order for grading period data to report in the Grading Period entity, this editor must be populated with the state-defined Grading Period Name and the start and end dates of the grading period.

The Grading Periods entity represents the time span for which grades are reported.



SEMESTER GRADE			
Term Mask/Term Dates	Grading Period Name	Grading Period Start Date	Grading Period End Date
Q1 07/01/2018 - 11/01/2018	<input type="text"/>		
Q2 11/02/2018 - 01/01/2019	<input type="text"/>		
Q3 01/02/2019 - 04/01/2019	<input type="text"/>		
Q4 04/02/2019 - 06/30/2019	<input type="text"/>		

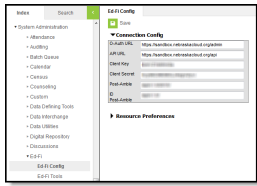
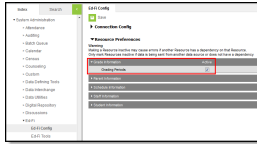
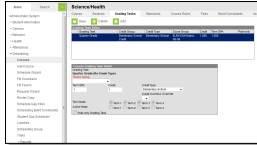
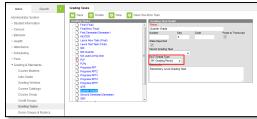
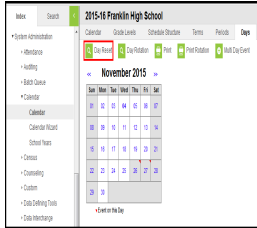
*Ed-Fi Grading Periods*

Grading periods needs to be populated for all calendars, even if all calendars/schedule structures have the same grading periods.

Ed-Fi Grading Periods can also be rolled forward using the [Calendar Wizard](#).

- In order to roll Ed-Fi Grading Periods, **Term Schedules** must also be included in the attributes marked to roll forward.
- Entered dates will not roll forward if they fall outside of the destination calendar start and end dates.
- This option is disabled when the Overwrite Terms/Days attribute is selected.
- Grading Periods will not roll forward if the grading task is not aligned to any courses in the destination calendar.

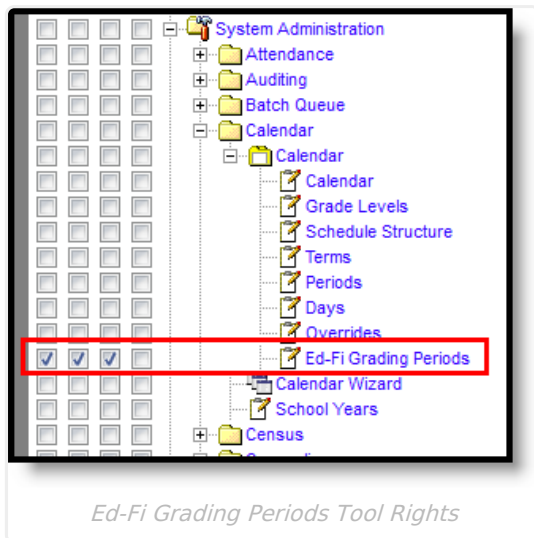
## Prerequisites

Task	UI Path	Image
Ed-Fi must be configured.	System Administration > Ed-Fi > Ed-Fi Config > Connection Config	
The <b>Grading Periods Resource</b> is marked as Active.	System Administration > Ed-Fi > Ed-Fi Config > Resource Preferences	
At least one grading task must be aligned to a course.	Scheduling > Courses > Course > Grading Tasks	
That grading task must have an <b>Ed-Fi Grade Type</b> selected.	Grading and Standards > Grading Tasks > Grading Task Detail	
A <b>Day Reset</b> must be performed before populating the Grading Periods tab.	System Administration > Calendar > Calendar > Days > Day Reset	

## Tool Rights

Tool rights to Ed-Fi Grading Periods are needed, as follows:

- R(ead) rights allow the user to see the tab, but not modify any data
- W(rite) rights allow the user to see the tab and modify existing data
- A(dd) rights allow the user to see the tab, modify existing data and add new data
- D(elete) rights allow the user to see the tab, modify existing data, add new data and remove data



## Grading Period Editor

A grading period editor displays for each grading task that has an Ed-Fi Grade Type selected and is assigned to a course.

Field	Description
<b>Term Mask/Term Dates</b>	Lists the calendar terms and start dates with the selected calendar in the Campus toolbar.
<b>Grading Period Name</b>	This list is a state-defined list of approved grading period names. It can be modified in the Attribute/Dictionary as desired.
<b>Grading Period Start Date/End Date</b>	<p>When a Grading Period Name is selected, these date fields appear. The entered dates represent when grades could be entered for the grading task.</p> <ul style="list-style-type: none"> <li>Dates must be within the Term date range (displays in the Term Mask/Term Dates field).</li> <li>Dates must be instructional dates, as determined by the Days set in the selected calendar.</li> <li>Dates must fall within the selected Calendar start and end dates.</li> </ul> <p>Enter dates in <i>mmddyy</i> format or use the calendar icon to select dates.</p>

## Add Ed-Fi Grading Periods

A **School** and **Schedule Structure** (if exists) must be selected in the Campus toolbar.

1. Select the **Grading Period Name** from the dropdown list.

2. Enter the appropriate **Grading Period Start Date**.
3. Enter the appropriate **Grading Period End Date**.
4. Repeat this process for each grading task editor that displays.
5. Click the **Save** icon when finished.

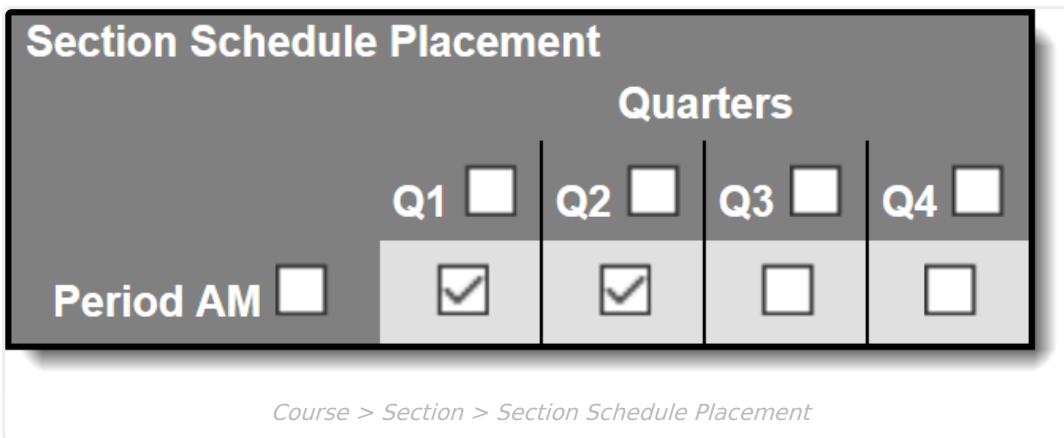
## Ed-Fi Grading Period Setup Scenarios

Setting the Ed-Fi Grading Periods will vary by district. Please review the scenarios below for examples of different Ed-Fi Grading Period setups.

**Setup for semester grading, reporting from a four term setup (quarter) after the term has started for a course that meets only for one semester at a time (either the first or the second).**

► [Click here to expand...](#)

1. Set the Section Schedule Placement for the course. An example is shown below:

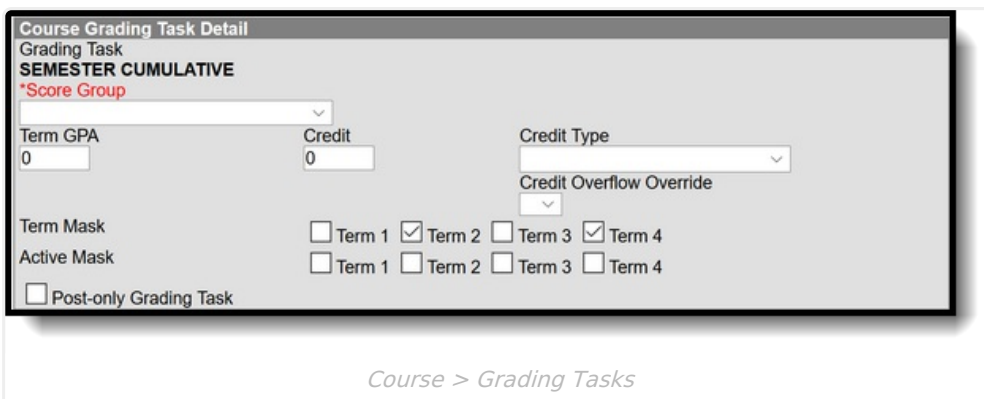


**Section Schedule Placement**

	Quarters			
	Q1	Q2	Q3	Q4
Period AM	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

*Course > Section > Section Schedule Placement*

2. Set up Grading Tasks for the course. An example is shown below:



**Course Grading Task Detail**

Grading Task  
**SEMESTER CUMULATIVE**

\*Score Group  
[Dropdown]

Term GPA  
0

Credit  
0

Credit Type  
[Dropdown]

Credit Overflow Override  
[Dropdown]

Term Mask  
☐ Term 1 ☒ Term 2 ☐ Term 3 ☒ Term 4

Active Mask  
☐ Term 1 ☐ Term 2 ☐ Term 3 ☐ Term 4

☐ Post-only Grading Task

*Course > Grading Tasks*

3. Set the Terms for the calendar. An example is shown below:

Term Detail					
	*Name	*Sequence	*Start Date	*End Date	Ed-Fi Term Type
X	Q1	1	08/01/2018	11/01/2018	1S: Fall Semester
X	Q2	2	11/02/2018	01/01/2019	1S: Fall Semester
X	Q3	3	01/02/2019	04/01/2019	2S: Spring Semester
X	Q4	4	04/02/2019	06/01/2019	2S: Spring Semester
Add Term					

*System Administration > Calendar > Calendar > Terms*

4. Set the Ed-Fi Grading Periods. An example is shown below:

For "roll-up" terms, make sure that the start/end dates are for the whole grading period (as shown below), not just the individual term on the row.

SEMESTER GRADE			
Term Mask/Term Dates	Grading Period Name	Grading Period Start Date	Grading Period End Date
Q1 07/12/2018 - 09/01/2018			
Q2 09/02/2018 - 12/14/2018	04: First Semester	07/12/2018	12/14/2018
Q3 01/10/2019 - 03/01/2019			
Q4 03/02/2019 - 05/14/2019	11: Second Semester	01/10/2019	05/14/2019

*System Administration > Calendar > Calendar > Ed-Fi Grading Periods*

5. Set the Grading Task Detail. See the examples below for different Grading Task setups.

a). Newly assigned Quarter grade with Ed-Fi Grade type mapping (of FI: Final) for all people on the quarter grading system. This setup is used if nothing has been previously set up.

The screenshot shows the 'Grading Task Detail' form. The 'Name' field is 'Quarter - Final'. The 'Number' is 1, 'Seq' is 1, and 'Code' is 1. The 'Posts to Transcript' checkbox is unchecked. The 'State Reported' checkbox is checked. The 'External LMS Exclude' checkbox is unchecked. The 'Parent Grading Task' dropdown is empty. The 'Ed-Fi Grade Type' dropdown is set to 'FI: Final'. The 'Comments' field is empty.

b). Existing Quarter grade with the Ed-Fi Grade type mapping removed. This setup is used to give a final grade but do not want it sent to Ed-Fi.

The screenshot shows the 'Grading Task Detail' form. The 'Name' field is 'Quarter - old'. The 'Number' is 1, 'Seq' is 1, and 'Code' is 1. The 'Posts to Transcript' checkbox is unchecked. The 'State Reported' checkbox is checked. The 'External LMS Exclude' checkbox is checked. The 'Parent Grading Task' dropdown is empty. The 'Ed-Fi Grade Type' dropdown is empty. The 'Comments' field is empty.

c). Semester grading task. Setup for students you want to be reported in Ed-Fi. This will be reported in Q2.

The screenshot shows the 'Grading Task Detail' form. The 'Name' field is 'SEMESTER GRADE'. The 'Number' is 4, 'Seq' is 4, and 'Code' is empty. The 'Posts to Transcript' checkbox is checked. The 'State Reported' checkbox is checked. The 'External LMS Exclude' checkbox is unchecked. The 'Parent Grading Task' dropdown is empty. The 'Ed-Fi Grade Type' dropdown is set to 'FI: Final'. The 'Comments' field is empty.

## Setup for a year-long course in which students are receiving two grades throughout the year.

► [Click here to expand...](#)

**Note:** In this scenario, the majority of the course/sections are set up on semesters which is why the terms are set up as Fall/Spring semester. This is the minority setup for the full year and this is why

the override is being populated.

1. Set the Section Schedule Placement for the course. An example is shown below:

**Section Schedule Placement**

Quarters				
	Q1	Q2	Q3	Q4
Period AM	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

*Course > Section > Section Schedule Placement*

2. Set up Grading Tasks for the course. An example is shown below

**Course Grading Task Detail**

Grading Task  
SEMESTER GRADE

\*Score Group

Term GPA  Credit  Credit Type

Credit Overflow Override

Term Mask ☐ Term 1 ☒ Term 2 ☐ Term 3 ☒ Term 4

Active Mask ☐ Term 1 ☐ Term 2 ☐ Term 3 ☐ Term 4

☐ Post-only Grading Task

*Course > Grading Tasks*

3. Set the Terms. An example is shown below:





**Term Detail**

	*Name	*Sequence	*Start Date	*End Date	Ed-Fi Term Type
X	Q1	1	08/01/2018	11/01/2018	1S: Fall Semester
X	Q2	2	11/02/2018	01/01/2019	1S: Fall Semester
X	Q3	3	01/02/2019	04/01/2019	2S: Spring Semester
X	Q4	4	04/02/2019	06/01/2019	2S: Spring Semester

Add Term

*System Administration > Calendar > Calendar > Terms*

4. Set the Ed-Fi Grading Periods. An example is shown below:

SEMESTER GRADE			
Term Mask/Term Dates	Grading Period Name	Grading Period Start Date	Grading Period End Date
Q1 07/12/2018 - 09/01/2018			
Q2 09/02/2018 - 12/14/2018	04: First Semester ▾	07/12/2018 	12/14/2018 
Q3 01/10/2019 - 03/01/2019			
Q4 03/02/2019 - 05/14/2019	11: Second Semester ▾	01/10/2019 	05/14/2019 

*System Administration > Calendar > Calendar > Ed-Fi Grading Periods*

5.

## Setup for semester grading reporting from a two term setup (Semester).

► [Click here to expand...](#)

1. Set the Section Placement. An example is shown below:

### Section Schedule Placement Semesters

	S1 <input type="checkbox"/>	S2 <input type="checkbox"/>
Period 1 <input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

*Course > Section > Section Schedule Placement*

2. Set the Grading Tasks. An example is shown below:



### Grading Task Detail

**\*Name**

SEMESTER GRADE

Number  Seq  Code

Posts to Transcript ☒

State Reported ☒ External LMS Exclude ☐

Parent Grading Task

Ed-Fi Grade Type

Comments

*Course > Grading Tasks*

3. Set the Terms. An example is shown below:

### Term Detail

*Name	*Sequence	*Start Date	*End Date	Ed-Fi Term Type
<input checked="" type="checkbox"/> Sem 1	<input type="text" value="1"/>	<input type="text" value="08/01/2018"/>	<input type="text" value="11/01/2018"/>	1S: Fall Semester
<input checked="" type="checkbox"/> Sem 2	<input type="text" value="2"/>	<input type="text" value="11/02/2018"/>	<input type="text" value="01/01/2019"/>	2S: Spring Semester

Add Term

*System Administration > Calendar > Calendar > Terms*

4. Set the Ed-Fi Grading Periods. An example is shown below:

### SEMESTER GRADE

Term Mask/Term Dates	Grading Period Name	Grading Period Start Date	Grading Period End Date
S1 09/01/2018 - 12/10/2018	04: First Semester	09/03/2018	12/20/2018
S2 01/08/2019 - 05/11/2019	11: Second Semester	01/08/2019	05/10/2019

*System Administration > Calendar > Calendar > Ed-Fi Grading Periods*

5.

## Setup for Normal Trimester

► [Click here to expand...](#)

1. Set the Section Schedule Placement for the course. An example is shown below:

### Section Schedule Placement

Trimester						
	T1	T2	T3	T4	T5	T6
Period 1	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

*Course > Section > Section Schedule Placement*

2. Set up Grading Tasks for the course. An example is shown below:

### Course Grading Task Detail

Grading Task  
**Trimester Final**

\*Score Group  
Pass / Fail Scale

Term GPA  Credit  Credit Type

Credit Overflow Override

Term Mask ☐ Term 1 ☒ Term 2 ☐ Term 3 ☒ Term 4 ☐ Term 5 ☒ Term 6 [Less Terms](#)

Active Mask ☐ Term 1 ☒ Term 2 ☐ Term 3 ☒ Term 4 ☐ Term 5 ☒ Term 6 [Less Terms](#)

☐ Post-only Grading Task

*Course > Grading Tasks*

3. Set the Terms for the calendar. An example is shown below:

### Term Detail

*Name	*Sequence	*Start Date	*End Date	Ed-Fi Term Type
X T1	1	09/04/2018	11/02/2018	1T: First Trimester
X T2	2	01/03/2018	12/01/2018	1T: First Trimester
X T3	3	12/02/2018	01/18/2019	2T: Second Trimester
X T4	4	01/19/2019	03/02/2019	2T: Second Trimester
X T5	5	03/03/2019	04/02/2019	3T: Third Trimester
X T6	6	04/03/2019	05/01/2019	3T: Third Trimester

Add Term

*System Administration > Calendar > Calendar > Terms*

4. Set the Ed-Fi Grading Periods. An example is shown below:

Trimester Final			
Term Mask/Term Dates	Grading Period Name	Grading Period Start Date	Grading Period End Date
T1 09/04/2018 - 11/02/2018			
T2 11/03/2018 - 12/01/2018	07: First Trimester	11/05/2018	11/30/2018
T3 12/02/2018 - 01/18/2019			
T4 01/19/2019 - 03/02/2019	14: Second Trimester	01/21/2019	03/01/2019
T5 03/03/2019 - 04/02/2019			
T6 04/03/2019 - 05/01/2019	20: Third Trimester	04/03/2019	05/01/2019

*System Administration > Calendar > Calendar > Ed-Fi Grading Periods*

5.

*Course > Grading Tasks*