

# Course Grade Calc Options Tool Rights

Last Modified on 02/19/2025 11:10 am CST

**Grade Calculation Options** determine how In Progress Grades for grading tasks and standards are calculated in the Grade Book.

See the [Course Grade Calc Options](#) article for details on adding courses.

The screenshot shows the 'Course Categories' tool interface for '0011 Core English I'. At the top, there are navigation links: 'Scheduling & Courses > Courses > Course Categories' and a 'Related Tools' dropdown. Below the course name, there are action buttons: 'Save', 'Delete', 'Add', and 'Copy'. A note states: 'Changes made to categories at the course level are not reflected in Instruction until they have been pushed to sections from the Course Information tool.' Below this is a 'Category List' table:

Sequence	Category	Weight	Exclude	Drop Lowest(%)
1	Formative	20.000		
2	Summative	80.000		

Below the table is an 'Icon Legend' with four items: 'Locked to Course Master', 'Linked Course Catalog Unlocked', 'Course Master Unlinked', and 'Course Managed'. At the bottom is a 'Category Detail' section with the following fields and options:

- \*Name: Summative
- \*Weight: 80
- Sequence: 2
- Exclude this category from calculation
- Drop Lowest Score (by Percent)

*Course Categories*

Users also need at least **Read** rights to Section Information.

## Available Tool Rights

R	W	A	D
<ul style="list-style-type: none"> <li>View the Course Grade Calc Options tool.</li> <li>View the current grade calculation options assigned to the selected course.</li> </ul>	<ul style="list-style-type: none"> <li>Modify grade calculation options for the course.</li> </ul>	<ul style="list-style-type: none"> <li>Copy Grade Calc Options from one course to another course.</li> </ul>	N/A

## Suggested User Groups

- [Counselors](#)
- [Front Office Staff](#)
- [Schedulers](#)

See [User Groups and Suggested Roles](#) for more information.

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