

# Post Grades - Start Here

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Posting grades is the process of finalizing In-Progress grades and making them available to be included in Report Cards and Transcripts.

## Getting Started

### Prerequisites

- The [Grading Window](#) must be opened by an administrator to post grades.
- Make sure to [Release Scores](#) prior to posting grades.

## How-To Guides

### Post Grades Tool

- [Post by Task | Video](#)
- [Post by Student | Video](#)
- [Post for multiple tasks/standards | Video](#)
- Enter [Canned Comments](#) for grades

### From Other Tools

- Instruction Tools
  - [Grade Book | Video](#)
  - [Progress Monitor Video](#)
- Section Tools
  - [By Task | Video](#)
  - [By Student | Video](#)

## Tutorials

- Walk through posting grades by task or by student using a [step-by-step simulation](#).