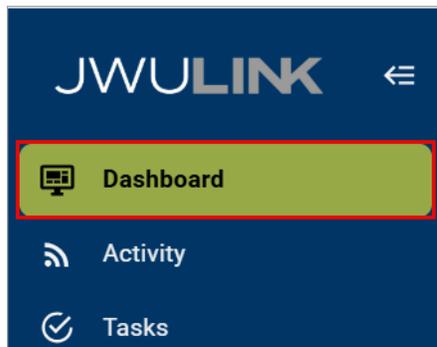


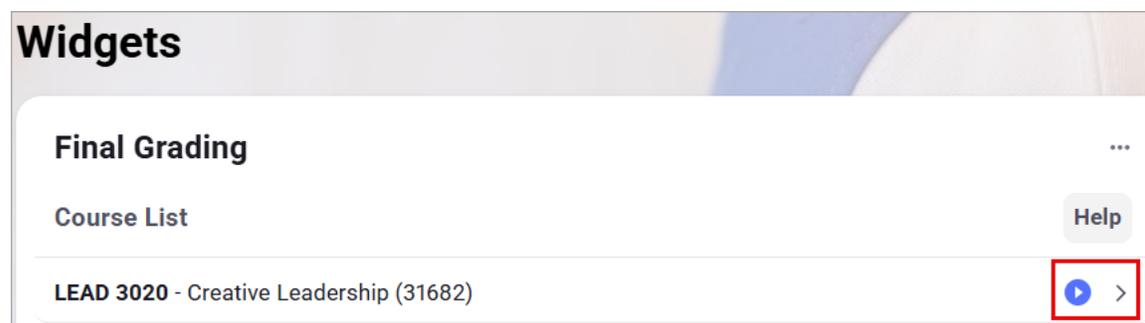
FINAL GRADING

Submitting Final Grades

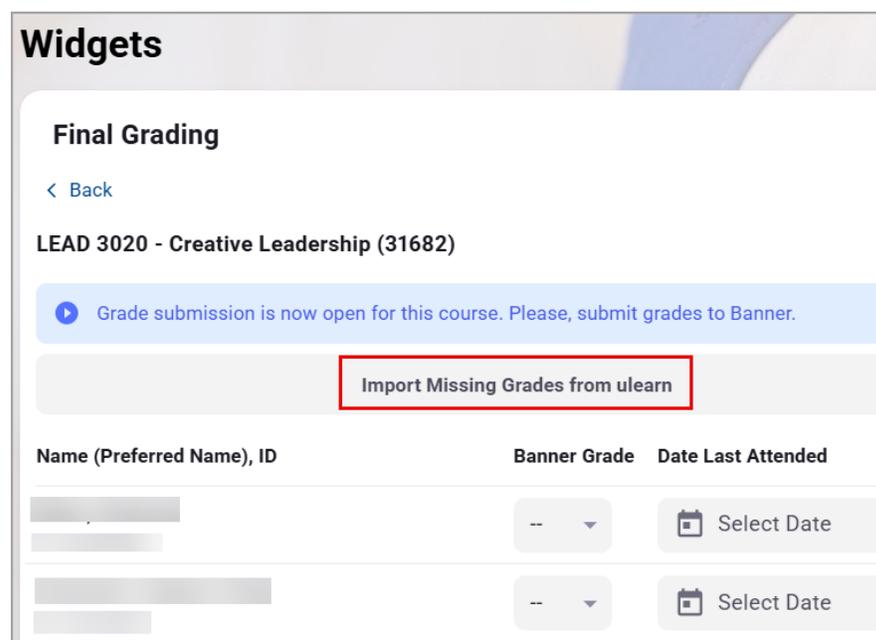
1. Be sure your ulearn Grade Center is set up correctly. You must select an external grade column and make sure it has a valid letter grade (not numeric).
2. Navigate to [jwuLink](#) and access your Dashboard.



3. The **Final Grading** widget will be displayed on the Dashboard page. Click on the course you are entering grades for.

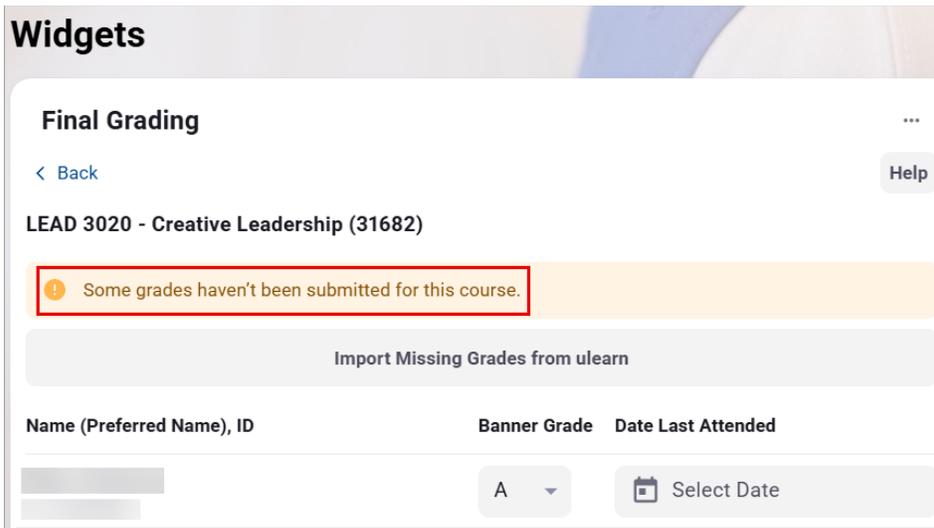


4. Click **Import Missing Grades from ulearn**.



FINAL GRADING

5. If you see a message Some grades haven't been submitted for this course.



Widgets

Final Grading ...

[< Back](#) [Help](#)

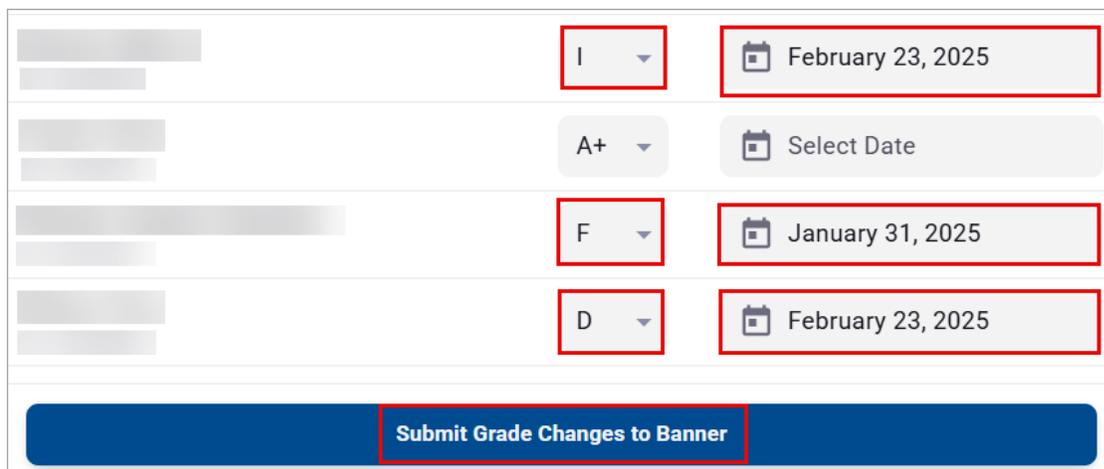
LEAD 3020 - Creative Leadership (31682)

Some grades haven't been submitted for this course.

Import Missing Grades from ulearn

Name (Preferred Name), ID	Banner Grade	Date Last Attended
	A	Select Date

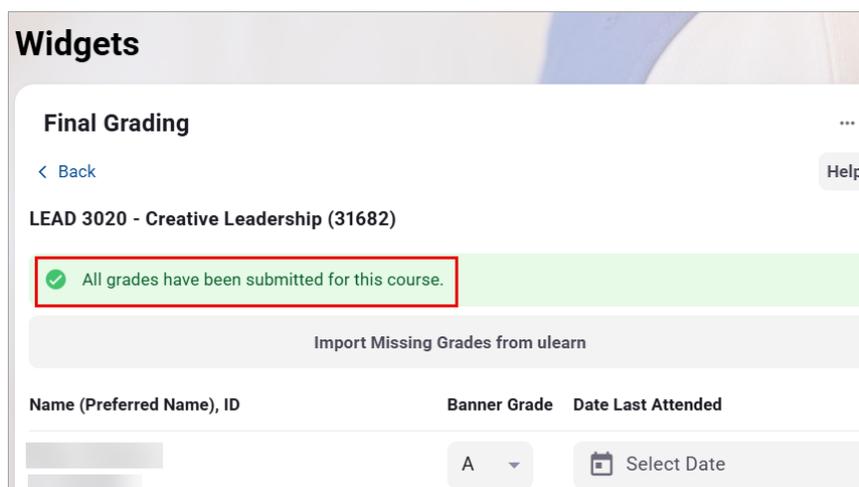
6. Enter last date attended for D, F, I, GP, W, and U grades and then click **Submit Grade Changes to Banner**.



	I	February 23, 2025
	A+	Select Date
	F	January 31, 2025
	D	February 23, 2025

Submit Grade Changes to Banner

7. All grades have been submitted for this course. You can click back and submit for any remaining courses.



Widgets

Final Grading ...

[< Back](#) [Help](#)

LEAD 3020 - Creative Leadership (31682)

All grades have been submitted for this course.

Import Missing Grades from ulearn

Name (Preferred Name), ID	Banner Grade	Date Last Attended
	A	Select Date