



ONLINE GRADING HOW TO GUIDE

Questions?

Contact Registration and Records at:

312/629-6700 or saic.registrar@saic.edu

1. Go to saic.edu Faculty Center > Quicklinks
2. Go to Self-Service
3. Login (use artic acct. email username and password)
4. Follow instructions on next two pages

Login to Self Service and click on the Faculty Center

ORACLE

Home | Sign out

Search: [input] [button]

My Favorites
- Community Directory Search
- Employee Center
- Faculty Center
- Student Center

faculty center | class search | browse catalog

Faculty Center

Spring 2008 | School of the Art Institute [change term](#)

Select display option: Show All Classes Show Enrolled Classes Only

[Class Progress](#) [Class Roster](#) [Grade Roster](#)

My Teaching Schedule > Spring 2008 > School of the Art Institute

	Class	Class Title	Enrolled	Days & Times	Room	Class Dates
	FIRYR 1022-008 (270)	Research Studio II (Laboratory)	16	Tu 9:00AM - 12:00PM	Sharp 314	Jan 24, 2008 - May 11, 2008
	FIRYR 1022-024 (286)	Research Studio II (Laboratory)	16	Th 9:00AM - 12:00PM	Sharp 314	Jan 24, 2008 - May 11, 2008

[View Weekly Teaching Schedule](#) [Enrollment Permission Numbers](#) [Go to top](#)

Faculty Center [Class Search](#) [Browse Catalog](#)

Click on the grade Roster Icon for the class you want to grade

Click on Sign out to exit Self Service

ORACLE

Home Sign out

Menu

Search:

- My Favorites
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- Faculty Center**
- Student Center

Faculty Center

Grade Roster

[View FERPA Statement](#)

FIRYR 1022 - 008 Research Studio II

Laboratory (270)

Spring 2008 | Regular Academic Session | School of the Art Institute | Undergraduate

Meeting Information			
Days & Times	Room	Instructor	Meeting Dates
Tu 9:00AM - 12:00PM	Sharp 314		01/24/2008 - 05/11/2008

*Grade Roster Type Display Unassigned Roster Grade Only

Approval Status Posted

Student Grade

ID	Name	Roster Grade	Official Grade	Grade Basis	Program and Plan	Level	Status
1 2268661	Akosman,Ceyda	<input type="text" value="CR"/>		CNC	Bachelor Interior Architecture - Bachelor Interior Architecture	Freshman	Posted
2 2252118	Connors,William Joseph	<input type="text" value=""/>		CNC	Bachelor of Fine Arts - Bachelor of Fine Arts	Freshman	Posted

[PRINTER FRIENDLY VERSION](#)

After you have entered all the grades, click SAVE

Enter the students' grades. Please note, CR, INC, NCR and AUD (Continuing Studies Courses only) are the only acceptable grades. Any other grade will be converted to NR.

Go back to the Faculty center if you want to select another class