

How to...Get a Quick View of Student Grades and Attendance

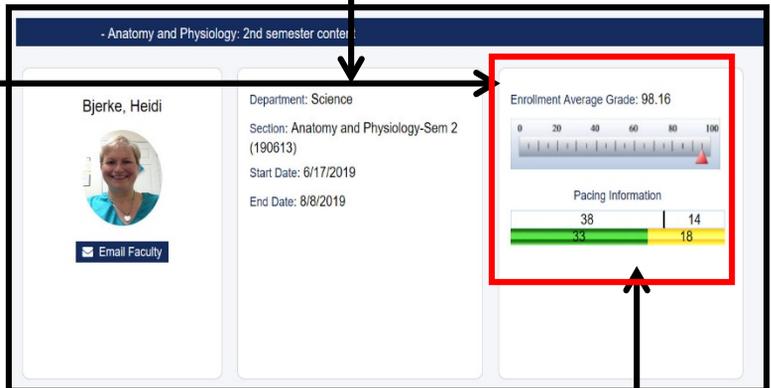
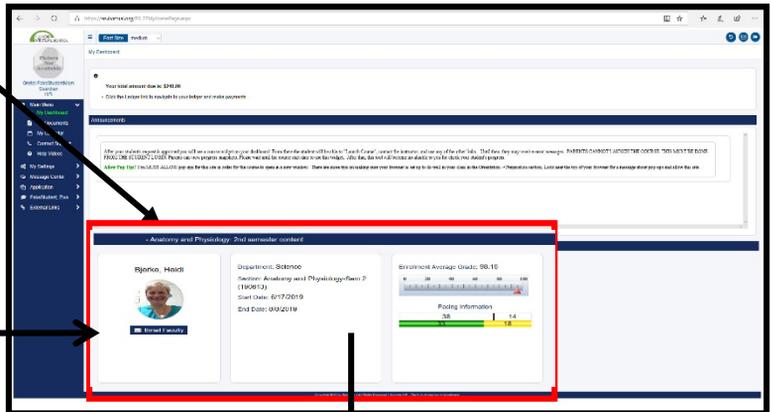
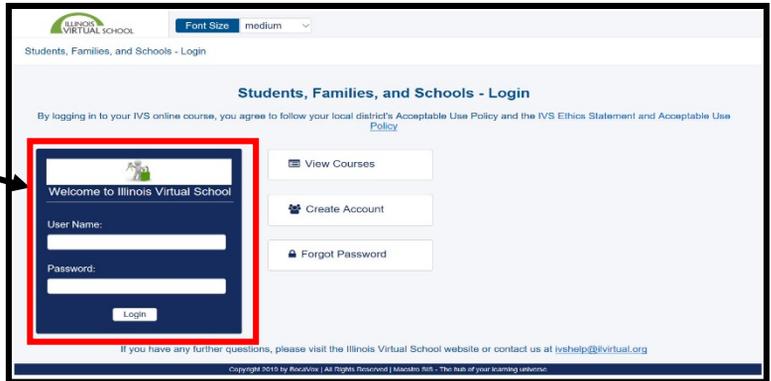
Snapshot View of Grades and Pacing Information

Step 1: Using your IVS username and password, log into the IVS Student Information System at <https://sis.ilvirtual.org>

Note: You can change the font size using the drop down menu available at the top of the screen. Medium is the default font size. .

Step 2: Scroll down past the Announcements and locate your student's **Course Widget(s)**.

Note: Each course your student is enrolled in will have its own Course Widget.



The Course Widget provides a quick view of the student's current grade and shows the pacing progress in the course.

Current Average Grade & Pacing

The current average grade is listed above the percentage bar. The bar is a visual representation of your current grade in the course.

Note: Grades are updated nightly. This grade is the grade in the course gradebook as of the night before.

The last time the student logged into the course is listed under **Last Attendance**.

Pacing Information

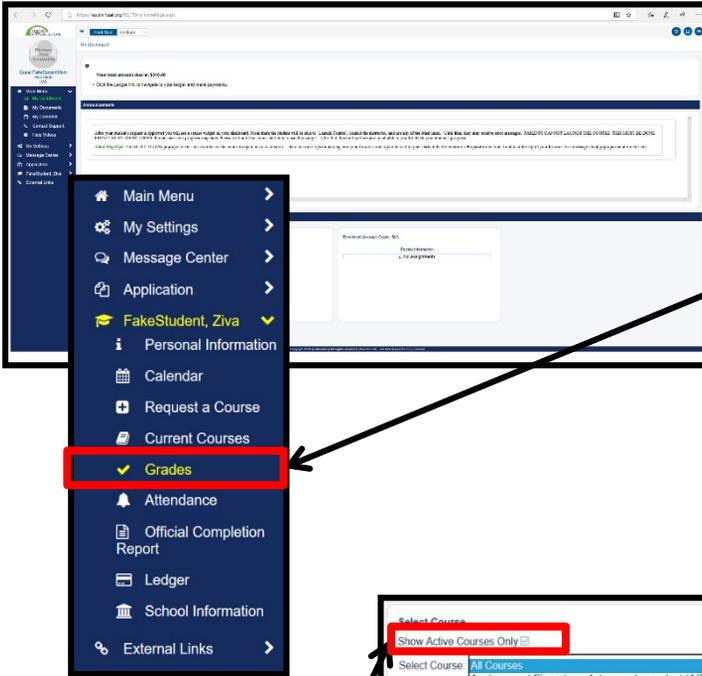
The pacing bar is a visual representation of time in the course and assignment completion progress. The top part of the bar indicates the days since course started and the days left in the course. The bottom part of the bar, the colored part, indicates the number of assignments with grades submitted as well as the number of assignments remaining in the course.

Note: This pacing information is not tied directly to the Pace Chart the student receives from the instructor at the start of the course, but it is a good visual interpretation of progress. Be sure to follow the Pace Chart that is provided in the course from the student's instructor.

View Student Gradebook

Step 1: Click your student's name in the menu on the left-hand side to reveal the sub-menu for that student

Step 2: Click **Grades**

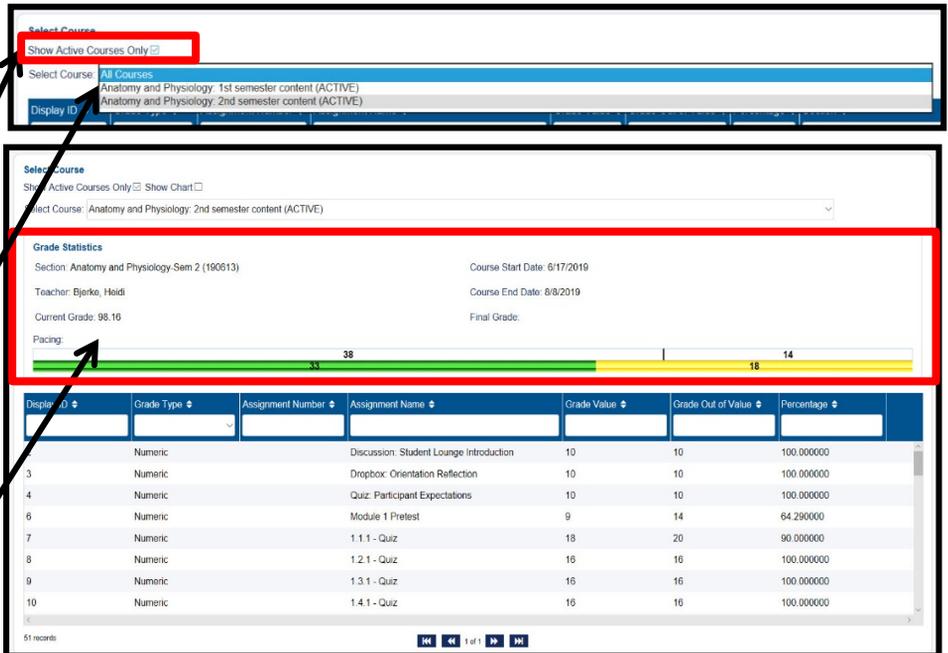


Step 3: If the box is not checked, click the box next to **Show Active Courses Only**

Step 4: Click the down arrow next to **Select Course** and click the active course you want to view grades.

Step 5: View **Current Grade** in the Grade Statistics area

Step 6: View all assignments, grade values and percentages, including graded and ungraded items.



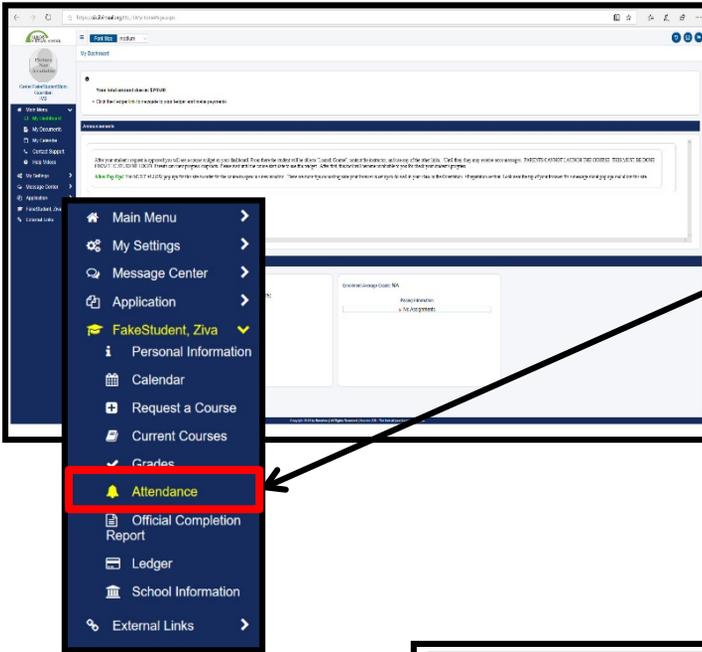
NOTE: The grades listed are **updated nightly** from the Course Gradebook and reflect items that are included in the grade to date. Thus, if an assessment was given a grade in the course during the day, it will not be seen in this list until the overnight synch between the course system and this information system.

Please allow IVS instructors adequate grading time before attempting to view grades for submitted assignments. All grades on this page are subject to change. **If you have questions, please direct them to your IVS instructor.**

View Student Attendance

Step 1: Click your student's name in the menu on the left-hand side to reveal the sub-menu.

Step 2: Click **Attendance**



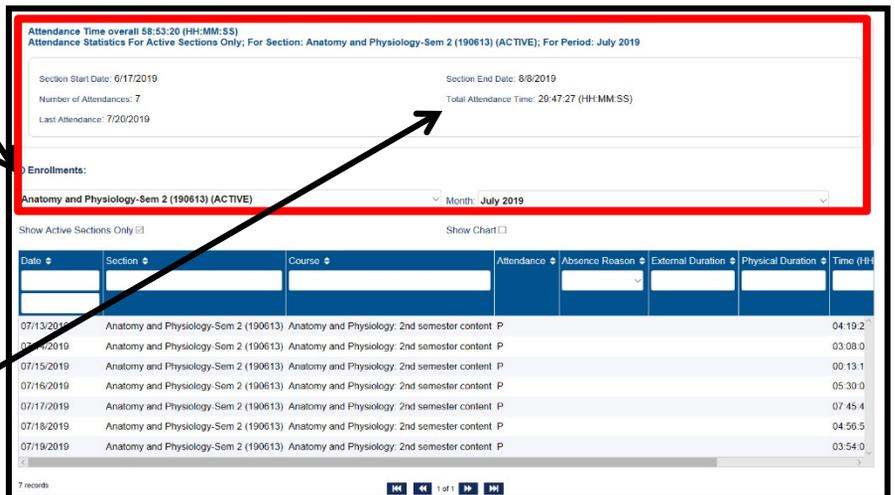
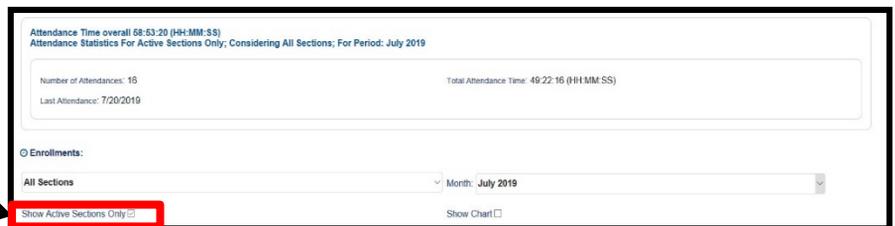
Step 3: If the box is not checked, click the box next to **Show Active Sections Only**

Step 4: Under **Enrollments**:

- Click the down arrow next to **All Sections** to select the course
- Click the arrow next to **Month** to select the month you want to view attendance

Step 5: View **Total Attendance Time** spent in course in the Attendance Statistics area

Step 6: View all days the student has logged into the course and the time spent during each month in the course.



NOTE: Attendance is **updated nightly** and reflects time spent in the content of a unique course in the IVS learning platform.

*Students whose course content is obtained by linking outside of the IVS course system to Apex Learning **will not** have their attendance in the content recorded here.

If you have questions, please direct them to your IVS instructor.