

**SPRING 2011 SEMESTER**

Spring 2011 Semester - Final Grades													
UNIVERSITY OF DAYTON SCHOOL OF LAW													
Grade Reporting Form - Final Score Version													
<b>Please fill in your course title and name.</b>													
<b>COURSE:</b>													
<b>PROFESSOR:</b>													
<b>Instructions:</b> First, enter your proposed curve in the appropriate section below. Then enter each students' exam number and final score. The program will calculate each student's grade, and the mean grade for the class. Under the law school's policy, the mean grade in a course with 25 students or more must be within the following ranges:													
<b>First-year courses: 2.80 +/- .05</b> (2.75 to 2.85)													
<b>Upper-level courses: 3.00 +/- .05</b> (2.95 to 3.05)													
After you have recorded your grades, and made any adjustments required to comply with this policy, please send a copy of this spreadsheet file by email or on a disk to Linda Cole, the law school's registrar. Also, check the box indicating whether these grades are final. If final, the Registrar will sign your final gradesheet for you. If they are not final, the final grade sheet will be returned to you for signature before your grades are posted.													
Mean as reported:							#DIV/0!	<input type="checkbox"/>	Calculated by the program.				
<b>Fill in Required Norm:</b>								<input type="checkbox"/>	See above; enter 2.8 or 3.				
Variance:							#DIV/0!	<input type="checkbox"/>	Must be 0.05 or less.				
Approx. incremental difference:							#DIV/0!	<input type="checkbox"/>	Approximate incremental changes required.				
<b>Your Curve:</b>													
Grade	Grade	Grade	Grade	Grade	Grade	Grade	Grade	Grade	Grade	Grade	Grade	Grade	
A+	A	A-	B+	B	B-	C+	C	C-	D+	D	F		
0	0	0	0	0	0	0	0	0	0	0	0	0	
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	0			0				0		0		0	
Total Points:													
	From	To	Grade										
	0	0		<b>Change only the numbers in red to adjust</b>									
	1	5	F	<b>score point ranges.</b>									
	6	10	D	<b>The others will change automatically.</b>									

**SPRING 2011 SEMESTER**

		11	15	D+										
		16	20	C-										
		21	25	C										
		26	30	C+										
		31	35	B-										
		36	40	B										
		41	45	B+										
		46	50	A-										
		51	55	A	Enter Exam Number & Final Score below.									
		56	60	A+	Correct grade will populate "Grade" when score is entered.									
		Exam #	Fin. Score	Grade	Exam #	The best exam: _____								
		-----	----	----	----									
1				####	0	These grades are _____						Final		
2				####	0							Not Final		
3				####	0									
4				####	0	If these grades are final, the								
5				####	0	Registrar has my authority to								
6				####	0	sign the final Grade Sheet.								
7				####	0									
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SPRING 2011 SEMESTER

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SPRING 2011 SEMESTER

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