

Viewing Dropped Student Grades:

- To view a dropped student's grades from your grade book you must go to your Account Settings and **deselect** "Show Active Students Only" and save. (see screen shot below) Then you can go to the Grade Book tab and view the student (in red). You would then need to either copy these grades to the student's record in the new section (where the student's name would be in black) or, give these grades to the teacher who is receiving the student.

