

Grading in Banner 9 Wingspan

- Login to Wingspan
- Click on Faculty Dashboard on the right-hand side under the Self Service 9x area:

Home Personal Information Faculty Services Finance Administrative Tasks Parent Portal Menu

Home Tab Search Go

Wingspan Links
Account Summary & Payments
Advising Menu
Faculty Class Lookup

Employee Tools
BDMS Application
Compensation Statement
CourseDog (Course/Event Scheduling)
Degree Works

Channels
Announcements | Dining at Winthrop | Faculty Schedule | PO Box |

Announcements-
Be Informed with Calendars and Academic Policies
Enrollment Verifications Now Available
Privacy of Education Records
Payment Due Date Approaching - April 2, 2018

Self Service 9x - NEW
Employee Dashboard
Faculty Dashboard
Financial Aid Dashboard
Personal Information Dashboard
Registration Dashboard
Student Dashboard

Quick Links
Winthrop Home Page

- Click on Grade Entry
- Click on the course you wish to grade. (To bring your most current classes to the top, type 2025 in the Search bar on the far right of the page.)

Faculty Grade Entry • Final Grades

Faculty Grade Entry

Midterm Grades **Final Grades** Gradebook

My Courses

Grading Status	Roller	Subject
Not Started	Not Started	CSCI - Computer Science
Not Started	Not Started	MAED - Mathematics Education

Records Found: 2

- Enter the final grade using the drop-down.
- When you have entered grades for the page, click **SAVE** at the bottom of the page.
- If you enter an incomplete (IF, ID, etc.) the page immediately goes to an incomplete grade page and you have to save. You have to go back to the roster to get the complete list again.

Roster Incomplete Grades

Full Name ID Grade Incomplete-Final Grade Roller Extension Date Extension Date Constraints

false	El	W	IC	C	12/06/2024	
false	El	W	IC	C	12/06/2024	
false	El	W	IF	F	12/06/2024	

Records Found: 3

Save

- When your grading is completed, you will see the Completed notation by the course

Grading Status

In Progress

Completed

- Remember: UF and UU grades require a last attendance Date. If the student never attended, put 0 (zero) in the Hours attended field.