

## A Parent's Guide To Missing Assignments

Did you know there are three categories within each grade? These three categories carry different weight towards the overall grade.

Category	Weight	Assignment
Practice and Participation	10-20% 	Homework, Class Participation
Formative	40% 	Assignments to show student's progress toward mastering a skill. Includes class work, quizzes, labs, etc.
Summative	50% 	Final tests, cumulative projects to demonstrate mastery of a skill.

### Where To Start?

- ★ Prioritize missing assignments based on the category they fall under.
  - Summative assignments impact your students grade much more significantly than practice/participation assignments such as homework!
    - Start with working to complete one or two larger assignments, rather than numerous homework assignments.
- ★ Start with the most current assignments and work backwards.
  - Do the homework/assignment that is due tomorrow FIRST! That way you aren't racking up more missing assignments.
  - Complete assignments that were due recently as they are the most impactful to the learning currently taking place in the classroom.

### Pro Tips for Infinite Campus

- ★ Missing Assignments Report
  - Log on to Infinite Campus, on the left hand side select Reports
  - Select Missing Assignments Report
    - These are all assignments teachers have flagged as missing. Not all assignments may be flagged! It doesn't hurt to double check each teacher's grade book (see below for instructions.)
- ★ Grade Book
  - Log on to Infinite Campus, on the left hand side select Grades
  - This is an overview of the student's grades, for more details click on each class title!
  - Now you are viewing the teacher's grade book with all the assignments.
    - Notice what categories assignments are under.
    - Assignments with a "0" score were not turned in. (Missing assignments not turned in, will become a "0".)