

## Mid-term Grade Access View – For Staff/Administrators

For academic/administrative staff to view student mid-term grades, log in to Campus Connection, and go to Curriculum Management > Grading > Grade Roster. Search for the desired course section.

### When only the mid-term grade rosters exists (mid-semester):

- A. Verify that 'Mid-Term Grade' roster has been created for this course (full-semester courses only). If not, contact the Office of Registration and Records.

Grade Roster Type: **Grade Roster**

Course ID: 042720 Intermediate Algebra Offer Nbr: 1 North Dakota State University  
 Catalog: MATH 102 Class Section: 04 2010 Spring  
 Use Blind Grading Class Nbr: 10798 Regular Academic Session  
 Instructor: Bornsen Susan Edith

*Grade Roster Type	*Description	*Approval Status	Override
1 Mid-Term Grade	Mid-Term Grade	Not Reviewed	<input type="checkbox"/> Create

Save Return to Search Previous in List Next in List Refresh

Grade Roster Type | [Grade Roster](#)

- B. Click on 'Grade Roster' (2<sup>nd</sup>) tab. Mid-term grades entered will appear in 'Roster Grade' field.

Grade Roster Type: **Grade Roster**

Term: 2010 Spring Class Nbr: 10798 Intermediate Algebra Section: 04  
 Session: Regular Catalog: MATH 102 Seq Nbr: 1  
 Instructor: Test Faculty

Roster Type: Mid-Term Grade Mid-Term Grade  Display Unassigned Roster Grade Only  
 Approval Status: Not Reviewed

ID	Name	Roster Grade	Official Grade	Career	Grading Basis	Detail	Note
1	0123456	Test Student I		Undergrad	PreCollege	<a href="#">Detail</a>	<a href="#">Note</a>
2	0234567	Test Student II		Undergrad	PreCollege	<a href="#">Detail</a>	<a href="#">Note</a>
3	0345678	Test Student III		Undergrad	PreCollege	<a href="#">Detail</a>	<a href="#">Note</a>
4	0456789	Test Student IV		Undergrad	PreCollege	<a href="#">Detail</a>	<a href="#">Note</a>
5	1111111	Test Student V		Undergrad	PreCollege	<a href="#">Detail</a>	<a href="#">Note</a>
6	2222222	Test Student VI		Undergrad	PreCollege	<a href="#">Detail</a>	<a href="#">Note</a>
7	3333333	Test Student VII		Undergrad	PreCollege	<a href="#">Detail</a>	<a href="#">Note</a>
8	4444444	Test Student VIII		Undergrad	PreCollege	<a href="#">Detail</a>	<a href="#">Note</a>
9	5555555	Test Student IX		Undergrad	PreCollege	<a href="#">Detail</a>	<a href="#">Note</a>

#### Notes:

- Mid-Term Grade Loading is only available for full, semester-length courses.
- Once mid-term grades are entered into Campus Connection, they are available for view by students and advisors. Mid-term grades are not considered official grades.
- While Mid-term grades appear in Campus Connection, they do not appear on academic transcripts.