

Add marks

Allows for the addition of marks to students in a given campus, school, background (undergraduate, master's 1, master's 2, department, program, and class level).

- 1) Fill out the form from academic year to level
- 2) Start typing the course code or course name, the course appears; click on it
- 3) Click the button "Next."
- 4) The lower limit and the upper limit to which the exam marks are to be added should be specified. e.g., Lower limit = 47, Upper limit = 5) Specify the "Additional mark," e.g., 1, 2, 3, 4, 5, or 10.
- 6) Click the button "Add mark" to effect marks' addition.

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