

## Setting Up On-Line Grades at Floyd Dryden Middle School

The new Floyd Dryden Web Page allows students and parents to keep track of grades with much greater ease and convenience.

The following instructions are meant to help you set up your OneStop account so that you can access your student's grades. Before you begin, please keep in mind that not all teachers publish their grades on-line, and some teachers do so using other programs, such as mygradebook.com. For these reasons, you may not see grades for your student in all classes.

1. **Log into your Floyd Dryden OneStop account.** If you do not have an account already, sign-up is simple, free, and only takes about 5 minutes. Go to the Floyd Dryden Web Page (<http://fdms.k12pages.com>) and click on "sign-up", located on the left side of the screen. After you have signed up, continue with these directions.
- 2) **Click on Grades Setup,** located towards the bottom of the left navigation bar.
- 3) **For each student, enter his or her Easy Grade Pro login and password.** The default login is the first three letters of the student's last name (all lowercase) and the student's 5-digit student id number. The default password is the same as the login.

For Example... Chris Carlson, who's student id # is 54321, would be

Login: car54321

Password: car54321

- 4) **Click on "Submit Changes"** when you are finished.
- 5) For security reasons, it is recommended that you immediately **change the login and password** for each student. Click on "Change Easy Grade Pro Login and Password for ...". Be aware that anyone else who wants to follow that student's grades, such as the student themselves or another parent, will need to enter the new login and password that you have assigned. For people who are already tracking the student's grades, the new password/login will carry over and they do not need to re-enter the new login and password.

For additional peace of mind and security, you will see a list of people who are tracking that student's grades. If at any time you feel there has been unauthorized access to your student's grades, please notify the school's webmaster immediately. You will find a link to the webmaster at the bottom right of every Floyd Dryden web page.

- 6) If you have not done so, add your student's classes to your OneStop account. To add a class, first navigate to the class by clicking "Staff/Classes" on the top navigation bar and selecting a class. Click on the link "Add this class to my OneStop", located near the top of the page, to add the class.
- 7) **When you return to your student's OneStop Home** and you should see grades appear under the course headings where teachers are uploading grades.

Thank you again for your interest in the Floyd Dryden Web Page. Our new page is still a work in progress and we appreciate any and all feedback. Comments or suggestions can be made via the "webmaster" link at the bottom right of every Floyd Dryden Web Page.