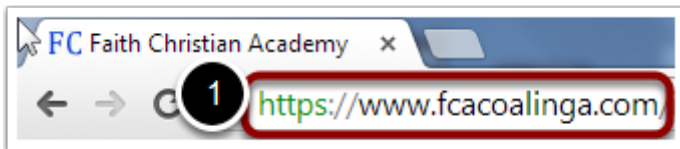


Faith Christian Academy - Grades and Attendance

Logging into fcacoalinga.com

1. In your web browser (Google Chrome is recommended) go to <http://www.fcacoalinga.com/>



2. Enter your username and password, and then click **Login**

If you don't know your username and password, please contact the school office for assistance.

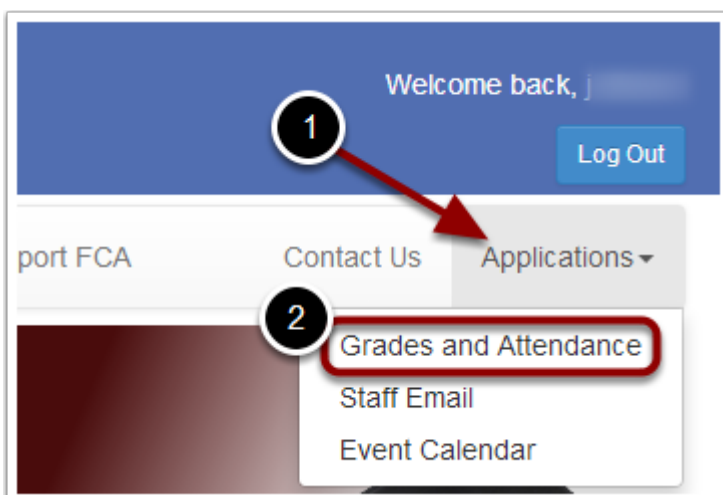


Launching the Grades and Attendance Application

After logging in, you will now see an **Applications** menu.

1. Click on **Applications**.
2. Click on **Grades and Attendance**.

You will be logged into the Grades and Attendance system.



Checking Grades

1. Select the appropriate year and grading quarter/semester from the drop down menu.
2. Click on Grades and then Gradebook Grades
3. The current classes/subjects and corresponding grades will be shown on the right side.

Clicking on a Course Title will show the detailed grades for individual assignments within that class or subject along with any teacher comments.

CENTRE / SIS

Sunday June 15, 2014

2013-2014 ▾

Quarter 1 ▾

1

- School Setup
- Students
- Scheduling
- ABC Grades**
 - Gradebook Grades
 - Final Grades
 - Report Cards
 - Transcripts
 - GPA / Class Rank
- Attendance
- Eligibility
- Food Service

2

ABC Gradebook Grades

Totals [Expand All](#)

3

9 Courses were found.

Course Title	Teacher	Percent	Letter	Ungraded
Bible (1/2)		90.0%	E	0
English (1/2)		94.8%	E	0
History (1/2)		100.0%	E	0
Science (1/2)		100.0%	E	0
PE		100.0%	E	0
Math (1/2)		89.6%	E	1
Homework (1st)		88.3%	S	0
Reading (1/2)		89.4%	S	2
Spelling (1/2)		91.7%	E	0

Checking Attendance

1. Click on **Attendance** and then **Absences**
2. Choose a date range to run an attendance report
3. Click Go
4. The days marked as Absent "A" or Tardy "T" within the time range are displayed along with any comments.

CENTRE/SIS

Sunday June 15, 2014
2013-2014
Quarter 1

- School Setup
- Students
- Scheduling
- Grades
- Attendance**
 - Absences
 - Daily Summary
- Eligibility
- Food Service

Absences

January 1 2014 - June 15 2014 : Go

Days were found. Search Go

Date	Present	Office Comment	FD	FD Comment
Feb/13/2014	Full-Day		T	
Feb/14/2014	Full-Day		T	
Mar/14/2014	None		A	
Mar/31/2014	Full-Day		T	