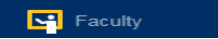
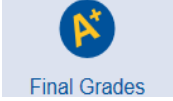


Input Final Grades into Banner Self Service

1. Log into <http://ramport.angelo.edu> with your ASU username and password.
2. On left hand of screen click on the **Faculty** tab. 
3. At the top of page, click on **Final Grades**. 
4. Select the current term from the drop---down menu.

Note that the default term is the upcoming semester, not the one you're entering grades for. Please select the term you are grading out.

Select Term

Select a Term:

Submit

RELEASE: 8.7.1

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2017 FALL SEMESTER
2017 SECOND SUMMER SEMESTER
2017 FIRST SUMMER SEMESTER
2017 SPRING SEMESTER
2016 FALL SEMESTER
2017 ELLI SUMMER SEMESTER
2017 ELLI SPRING SEMESTER
2016 ELLI FALL SEMESTER
2016 SECOND SUMMER SEMESTER
2016 FIRST SUMMER SEMESTER
2016 SPRING SEMESTER
2015 FALL SEMESTER
2016 ELLI SUMMER SEMESTER
2016 ELLI SPRING SEMESTER
2015 ELLI FALL SEMESTER
2015 SECOND SUMMER SEMESTER
2015 FIRST SUMMER SEMESTER
2015 SPRING SEMESTER
2014 FALL SEMESTER
2015 ELLI SUMMER SEMESTER
2015 ELLI SPRING SEMESTER
2014 ELLI FALL SEMESTER
2014 SECOND SUMMER SEMESTER
2014 FIRST SUMMER SEMESTER
2014 SPRING SEMESTER
2013 FALL SEMESTER
2014 ELLI SUMMER SEMESTER
2014 ELLI SUMMER INTERSESSION
2014 ELLI SPRING SEMESTER
2013 ELLI FALL SEMESTER

- Select your Course from the drop---down and click Submit

Personal Information
Student Services
Faculty Services
Employee

[RETURN TO MENU](#)
[SITE MAP](#)
[HELP](#)
[EXIT](#)

Select a CRN

CRN: CAM 3307 010: Probability & Statistics, 18185 (2)

[\[Enter CRN Directly \]](#)

RELEASE: 8.3

- You will see a list of your students. For each student, choose a grade from the drop---down menu in the grade column.

Final Grades

Phantom Test
 2013 FALL SEMESTER
 Dec 12, 2013 12:40 pm

Enter final grades and last attendance date and hours. If Confidential appears next to a student's name, the personal information is to be kept confidential.

Course Information

International Human Trafficking - BOR 3308 010

CRN: 17773

Students Registered: 5

▲ Please click the **SUBMIT** button after each page of grades is entered. There is a 305 minute time limit starting at 12:40 pm on Dec 12, 2013 for this page.

▲ Be sure to enter a Last Date of Attendance when entering a grade of F. If the date is missing, the F grade will be deleted and you will receive an error message.

▲ Also, if entering developmental course grades, be sure to enter the number of absences.

Final Grades										
Record Number	Student Name	ID	Credits	Registration Status	Grade	Rolled	Last Attend Date MM/DD/YYYY	Absences	Attend Hours 0-999.99	Registration Number
1	Student, Albert	8000001	3.000	Web Registered Aug 24, 2013	None : N	N	<input type="text"/>	<input type="text"/>	5	
2	Student, Betty	8000002	3.000	Web Registered Aug 15, 2013	None : N	N	<input type="text"/>	<input type="text"/>	4	
3	Student, Carl	8000003	3.000	Drop After Census/Count 6Drop Oct 31, 2013	QW	Y	None	None	2	
4	Student, Doris	8000004	3.000	Web Registered Jul 31, 2013	None : N	N	<input type="text"/>	<input type="text"/>	3	

▲ Please submit the grades often. There is a 305 minute time limit starting at 12:40 pm on Dec 12, 2013 for this page.

▲ Be sure to enter a Last Date of Attendance when entering a grade of F. If the date is missing, the F grade will be deleted and you will receive an error message.

▲ Also, if entering developmental course grades, be sure to enter the number of absences.

7. Once you have entered grades for all the students, click . You will see a confirmation message.

 The changes you made were saved successfully.

Notes:

- The grades will be "rolled" into the permanent database approximately every 4 hours throughout the grading period. The web/ based grading system will be turned off at 12:00 noon on the first Monday after the end of the term. If a grade needs to be adjusted after it has been rolled, or after the system has been turned off, you must submit a Request for Grade Change form to your department chair.
- Submit your grades often. There is a time limit based on the next time grades are "rolled". Any grades not submitted before the roll will be lost.
- If you have more than 25 students, they will be displayed in "Record Sets" of 25 students per page. **Be sure to Submit each page of grades before going to the next record set. If you do not submit the page prior to proceeding, all of the grades entered will be lost.**
- Be sure to enter the Last Attend Date for any grade of F. The date must be formatted as **MM/DD/YYYY**

If you have any questions, please call the Registrar's office at (325) 942-2043