DYNACOMP

TEACHER'S GRADEBOOK

ATARI VERSION

TEACHER'S GRADEBOOK

No more tedious calculations: Use TEACHER'S GRADEBOOK to efficiently
calculate and maintain your students' grades. TEACHER'S GRADEBOOK from
DYNACOMP will generate a variety of interim and final reports for the entire
class or an individual student. In the teacher's summary report the students
can either be ordered according to their grade average or alphabetically.
The student reports are an effective means of keeping the students completely
informed about their progress in the course. In addition to maintaining
grade records in up to seven categories, a record of absences can be
maintained. Incompletes can be entered for any mark and later changed.
Corrections and modifications are easily accomplished with well designed
utility routines. Password protection is provided, and backup class records
can be created in seconds. More than 15 classes of 40 students can be stored
on a single diskette. Ease of use and flexibility are combined in TEACHER'S
GRADEBOOK to turn your 32K Atari into an indispensible tool for the classroom.

CONTENTS

INTRODUCTION

OVERVIEW

"TEACHER'S GRADEBOOK" has been designed to assist the teacher in maintaining classroom records, generating reports of student progress for both the teacher and the student, and performing the calculations necessary to set a curve and assign the final grades. A single diskette can store more than 15 class records of 40 students with 30 grades per student. When a class is first initialized the teacher is asked to enter the names of students as well as the various grade categories (quizzes, homework, tests, etc.) to be used. An initial grading scale is also entered. As the class progresses and the individual grades are entered into a class data file it is possible to generate reports of grades for any particular exam etc., as well as a summary report of the averages to date in each category. Reports can also be produced for each student which contain his individual grades as well as his average in each category and the average he needs in remaining work to receive each letter grade. At any time a student can be added or dropped from the class list and new grade categories can be created. A record of absences can also be maintained.

The program is particularly useful for setting the curve and calculating the final grades. Once the final grades have been calculated, final reports can be generated for the entire class as well as for individual students. The final summary report can be listed in either alphabetical order or descending grade order. This report contains the averages in each category, the final average arrived at by assigning relative weights to each category and the final letter grade for each student. The individual student reports are useful as a means of keeping the students informed about their progress throughout the course.

REQUIRED ACCESSORIES

    32K RAM
    ATARI 810 Disk Drive
    ATARI BASIC Language Cartridge

OPTIONAL ACCESSORIES

    40 or 80 column printer

CONTACTING THE AUTHOR

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GETTING STARTED

LOADING THE PROGRAM INTO COMPUTER MEMORY

1) Have your computer turned OFF

2) Turn on your Disk Drive

3) When the Busy light goes out, open the disk drive door and insert the "TEACHER'S GRADEBOOK" diskette with the label in the lower right-hand corner nearest to you.

4) Turn on your computer and T.V. set. The program will load into the computer memory.

FIRST DISPLAY SCREEN

After the initial section of the program loads into computer memory you will see a display with the title "TEACHER'S GRADEBOOK" at the top. At the bottom of the screen you will see a message asking if you want to run the program by pressing the START key or create a password by pressing the OPTION key. If you press START the remainder of the program will load into memory and the menu screen will be displayed. If you press OPTION you will be instructed to enter a word to be used as a password.

CHOOSING A PASSWORD

If you wish to create a password to be used as a safeguard against unauthorized use of the program, press the OPTION key. You will then be asked to enter your password. After you type the password and press RETURN, the program will repeat the password and ask for verification that what you typed is correct. If you type "YES" or "Y" and press RETURN, the program will be permanently modified so that it will then be necessary to enter this password to gain access to the rest of the program. From that point on, the initial display will contain a request to enter the password. You must then type the password and press RETURN. The password will not appear on the screen as you type it in, but if you type the correct password the program will proceed to display the menu. If after a second chance you fail to enter the password, the program will erase itself from computer memory and you must turn off the computer and start over again. It is strongly recommended that you make a copy of the disk in its original form before choosing a password.

TEACHER'S GRADEBOOK MENU SCREEN

Below is an illustration of the menu screen for TEACHER'S GRADEBOOK. Each item is explained in the next section.

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  |      TEACHER'S GRADEBOOK      |
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  | SELECT CLASS............1  |
  | ENTER GRADES...........2  |
  | REVIEW GRADES..........3  |
  | PRINT REPORTS..........4  |
  | CREATE BACKUP FILE......5  |
  | UTILITIES..............6  |
  | STOP...................7  |
      ---------------------------
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USING "TEACHER'S GRADEBOOK"

The program is quite self explanatory; at each decision point you will be
instructed as to what options are available and how the responses should
be made. In all cases your responses should be followed by pressing
RETURN. The following section should help give an overview of what each
item on the menu is and how it can be used.

ITEM 1--SELECT CLASS

Once the classes have been initialized, this item is used to select the
class for current use or to change from one class to another. The
program will display a list of the class data files on the disk and
request that the user type in the name of the class which he wants to
work with. A three didgit number will appear to the right of each class
name. This is the number of sectors occupied by the class record. The
number of unused sectors on the disk appears below the list of classes
and should serve as a guide to the number of additional class records
which can be safely stored on the disk.

ITEM 2--ENTER GRADES

This item is used to record grades and to enter absences. After
selecting this option a class list will be displayed on the screen with
the student numbers to the left of each student's name. The grades are
entered by typing the student number, a comma and then the grade. Grades
must be entered as whole numbers not fractions. This is because the
grades are stored as ASCII values in order to store the data more
efficiently. A single grade is stored in one byte rather than the six it
would take to store a real number. An incomplete can be entered by
typing "INC". The grades can be entered in any order, so it is not
necessary to sort the grades before entering them. As the grades are
entered the student number to the left of the name disappears to
facilitate the location of those names for which no grade has yet been
entered. To indicate that no more grades are to be entered, enter 0,0 .
 Note that if no grade is entered for a student, then a zero is recorded
as his grade. If a student missed a test and you will allow him to make
it up at a later date, enter an incomplete. Since incomplete grades are
not averaged in with the rest of the grades in the grade category, when
the average for this category is calculated it is as if the grade for
which he has an incomplete is not counted. Later you may elect to change
incompletes to zeros if a student fails to make up the work. There is
one exception to the rule of not counting incompletes. If at the end of
the course a student has an incomplete for every grade in some grade
category, then this entire category is incomplete and is averaged in with
the other categories as a zero. This could be circumvented by assigning
a zero weight to this grade category. After entering the grades you will
be given the opportunity to review and or correct any of the grades just
entered.

ITEM 3--REVIEW GRADES

Use this option to review or correct previously recorded grades. You can select a student and review all grades entered for this student or you can select a particular grade and review the grades for the entire class for this grade.

ITEM 4--PRINT REPORTS

By selecting this option you can generate a variety of interim or final reports. When you choose the final report, you will be asked if you want to assign relative weights to the various categories to be used in calculating the final grades. You can choose not to change the relative weights, in which case the weights will be proportional to the total points awarded for each category, or you can readjust these relative weights. For example, suppose there are three grade categories: QUIZZES, TESTS, and FINAL EXAM. If you assign a weight of 20 to the QUIZ average, 50 to the TEST average and 30 to the FINAL EXAM , then the students' final letter grades will be based on 20% of their quiz averages, 50% of their test averages and 30% of their final exam average. If a student had a quiz average of 70%, a test average of 80% and a final exam average of 90%, then his final letter grade would be based on the value

$$(.2) \times (.70) + (.5) \times (.80) + (.3) \times (.90) = .81,$$

or 81%. If your grading scale assigns a "B" to averages between 80% and 89% then the student would receive a "B". The program allows you to change the relative weights as well as the grading scale in order to set a curve. Before the final reports are printed to either the screen or the printer, you will be shown the actual averages in descending order and the number of students receiving each letter grade. The final summary report will contain a list of all the students averages in each category as well as their final averages and final letter grade. The individual student reports will contain this information as well as the individual scores on each test, quiz, etc. The interim reports are similar except they do not contain final grades. A convenient way to keep the students informed as to their progress in the class is to give each of them a copy of the student reports after each exam. The cold reality of a computer printout can go a long way toward curing a weak student's false optimism. If you base the final grade on a percentage of the total points awarded during the course then you can, at your discretion, instruct the program to include the average required on remaining work in order to receive each final letter grade.

ITEM 5--CREATE BACKUP FILE

With this item you can make a backup file of the current class data file.
 Backup files are highly recommended as insurance against the
consequences of a power outage or system crash during the critical
periods when the program is updating the class data file. The backup
file will have the same name as the regular data file except for the
extension which will be '.BK' rather than '.CL' . To retrieve the backup
file use the ATARI disk operating system to rename the file changing the
extension from '.BK' to '.CL' .

ITEM 6--UTILITIES

This item is actually a separate program which can be called from the
main program to perform a number of very useful but not frequently used
functions. These functions include the following:

        1...INITIALIZE CLASS
        2...SELECT CLASS
        3...ADD OR DROP STUDENT
        4...CHANGE TOTAL POINTS
        5...CHANGE STUDENT NAME
        6...ADD GRADE CATEGORY
        7...FILE MANIPULATION
        8...DROP GRADE
        9...CHANGE GRADE DESCRIPTION
        10..RETURN TO MAIN PROGRAM
        11..STOP

The first item, INITIALIZE CLASS, is selected in order to create a data
file for a new class. The program will request the students' names,
the number and descriptions of the grade categories, (quiz, test,
etc.), the grading scale used for calculating letter grades, and a
class name. The class name should be a descriptive name which is an
acceptable file name for the ATARI disk operating system. It must have
a maximum of 8 characters, contain no spaces or special characters and
begin with a letter A through Z. An example of a class name might be
"MATH101". The program would store the data file corresponding to this
class under the name "D:MATH101.CL". The students' names may be
entered in any order as the program itself will alphabetize them and
later present them in alphabetical order.
You will be asked to enter the total possible number of points to be
given throughout the course. This will be used in the student reports
to calculate the average that the student must maintain in the
remainder of the course in order to earn each letter grade. If you
plan to assign relative weights to each grade category which are not
proportional to the total points awarded in the categories, or if you
do not know the total points due to an undetermined number of quizzes,
then you can enter a zero for this value. If a zero is entered this
information will not be used.
Once the classes have been initialized the SELECT CLASS item is used to
select the class for current use or to change from one class to

another. The ADD OR DROP STUDENT option is used to add a student after the class has been initialized. Initially the new students' grades are all entered as incompletes. You can then then proceed to change these as appropriate.

The total points in the course can be changed by using the CHANGE TOTAL POINTS option. A new grade category can be added at any time by using the ADD GRADE CATEGORY option. For example if you want to add a category for class participation to be used in figuring the final grade you can do so. While the number of absences can be recorded, this isn't automatically used in figuring the final grade; however this information could form part of the class participation grade. (It should be noted that the grade category names should be abbreviated as much as possible since some of the reports will truncate the category to the first four letters.)

The rest of the items are fully explained by the program itself. One note of caution: If you use the DROP STUDENT option to drop a student or the FILE MANIPULATION option to delete a class record, keep in mind that these changes are irreversible.

ITEM 9--STOP

This is the correct way to exit from the program. While it is possible to stop the program by pressing the "SYSTEM RESET" key you do so at the risk of not recording some of the changes you may have made to the data file. To restart the program turn the computer off and then back on again; the program will reboot automatically.

CONCLUSION

"TEACHER'S GRADEBOOK" can handle up to 40 students in a course with 7 grade categories. These limitations are due to the constraint of using a 40 column display. A single diskette can store more than 15 class records containing 40 students and 30 grades per student. Your classes may have a total of more or less than 30 grades so the number of class records per disk will vary. The program is very easy to use and has proven itself to be a valuable asset in helping manage classroom records. The student reports produced by the program are particularly valuable as a means of keeping the students fully informed about their progress in the course.