- After logging into Aeries, select "Standards-Based Grades" in the left table.

Figure 1
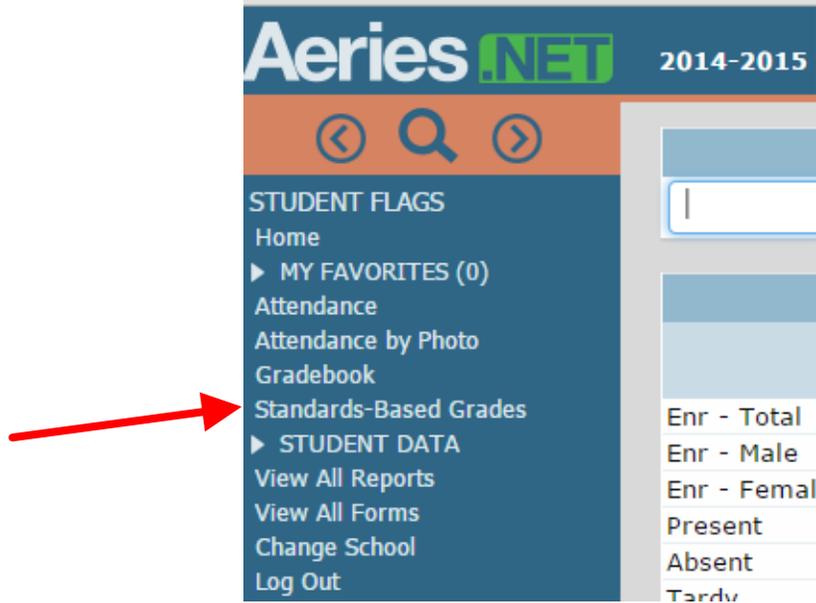
- Notice the dropdown menu in the upper left of Figure 2; you can use this to switch between students. From this screen, you can enter directly into the comment box for individual students or you can, if you choose, use the "Choose a Pre-Worded Comment" drop down menu to select a comment, then click the "Insert" button.
- From here, you will enter marks for "Achievement" and "Effort" by selecting the drop down menus indicated in figure 2.
- You will need to repeat this process for each student in your gradebook. Please note: the "Load from Gradebook" function will only work if you are currently using Aeries.net gradebook.

Figure 2
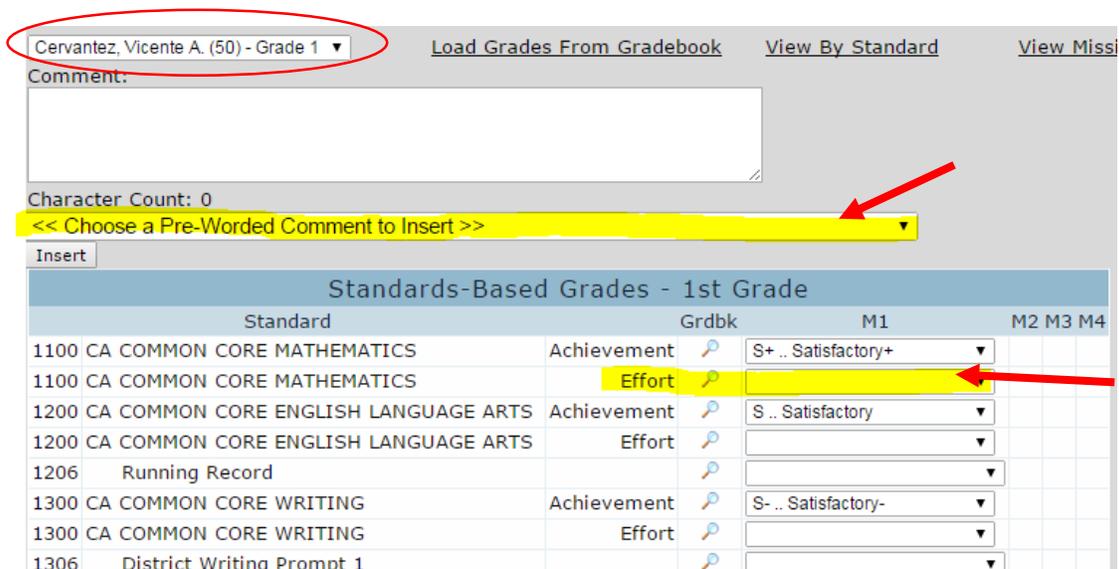
- Once you enter marks for your final student, logout. All marks are saved.

Figure 3