

Incomplete/NG Grading Options Tool Screenshot Walk Through

Menu

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- Self Service
- Campus Community
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Welcome to Gettysburg College

Employee Self-Service

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Click here to begin.

Search:

- Favorites
- GBC Menus
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- GBC Celebration
- GBC EPACC
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- Sunderman Lockers
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- INC/NG Grading Options**
- View Advisees by Advisor
- FY and Summer Advising Form
- FY Information to Advisor
- Information from your Advisee
- GBC Faculty Governance
- Comm

INC/NG Grading Options

Enter any information you have and click Search. Leave fields blank for a list of all values.

Find an Existing Value

Search Criteria

Search by: begins with

Search [Advanced Search](#)

Click Search for complete list of current students.

- Search:
- ▷ My Favorites
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 - ▷ Center for Global Education
 - ▷ Cross-Disciplinary Science Ins
 - ▷ GBC Celebration
 - ▷ GBC EPACC
 - ▷ Provost Office FT/PT
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 - ▷ Gbc Ocs Menu
 - ▷ GBC Career Engagement
 - ▷ GBC Human Resources
 - ▷ GBC Student Records

Find an Existing Value

▼ Search Criteria

Search by: begins with

[Advanced Search](#)

Click on name of individual student.

Search Results

View All	Class Nbr	Subject Area	Catalog Nbr	Class Section	Description
Abigail Rec	20206	ES	230	A	Intro Geographic Info Sys
Abigail Rec	20207	ES	230	LA1	Intro Geographic Info Sys
Alexandros Economou-Garcia	20206	ES	230	A	Intro Geographic Info Sys
Alexandros Economou-Garcia	20208	ES	230	LA2	Intro Geographic Info Sys
Alyssa Kaewwilai	21182	ES	450	RP	Individualized Study
Amy Mariqliano	20206	ES	230	A	Intro Geographic Info Sys
Amy Mariqliano	20207	ES	230	LA1	Intro Geographic Info Sys
Anna Bochenek	20206	ES	230	A	Intro Geographic Info Sys
Anna Bochenek	20207	ES	230	LA1	Intro Geographic Info Sys

Empl ID: 6065687

Andrew Gillett

Fall, 2020

Class Nbr: 80335 MUS_ENS 182 RN

Course Title: Concert Choir

If entering an Incomplete Notice:

INC: Please enter the details about the circumstances that warrant the Incomplete, what left to be completed, and what agreement you've made with the student about completing work.

INC Deadline for Completion:

NG: Please enter the details about the circumstances and the efforts you've made to complete with this student.

NG

Please enter the details here:

Click next to INC and the Deadline for Completion box will auto-populate with Feb 12.

Enter details of the Incomplete in the text box provided. Click Save to submit.

If you will be unable to collect and/or grade a student's work beyond the end of the semester, please discuss this with your department chair and the Provost's Office to make arrangements for someone else to grade the work. Include any specific arrangements in the documentation.

Empl ID: 5951410

Erin Boyle

Spring, 2020

Class Nbr: 20206

ES

230

A

Course Title: Intro Geographic Info Sys

INC: Please enter the details about the circumstances that warrant the Incomplete, what work is left to be completed, and what agreement you've made with the student about completing the work.

INC

NG: Please enter the details about the circumstances and the efforts you've made to communicate with this student.

NG



Please enter the details here:

ENTER DETAILS

Save

Return to Search

If entering an NG notice:

Click next to NG and enter details in the text box provided.

*Please note: no deadline is required.

Click on save.

to communicate with the student. The Office of this student to make arrangements to complete the

ase that needs to be investigated, please enter a NG the concern

nt's work b
vost's Office
s in the do

ES

Intro Geographic Info Sys

stances that warrant the Incomplete, what work is e made with the student about completing the

Message

Please enter details in the text box.

The PeopleCode program executed an Error statement, which has produced this message.

OK

Error message appears when detail text box is blank. Hit Ok and add details, then hit save.

and Student Support Services will help faculty work with a student to
e the course. Once arrangements have been made, the goal is for
or INCs.

Message

**This message appears when data has been correctly entered
and saved. Make sure to follow the instructions as listed.**

Thank you for your submission. (25001,17)

If you have logged an Incomplete report, please be sure to enter an INC on your grading roster and to email the grade to the Registrar's Office 2 weeks after the submission deadline.

If you have logged an NG report, the Office of Academic Advising and Student Support Services will be in touch to assist you.

OK

about the circumstances that warrant the Incomplete, what work is
t agreement you've made with the student about completing the

Completion: February 12

Submitted entries can be reviewed by clicking on the History tab.

INC/NG Grading Options History

Incomplete and NG Grading Option History

Empl ID	Name	Semester	Class Nbr	Subject	Catalog	Section	INC or NG	Deadline for Completion	Details
6065687	Andrew Gillett	Fall, 2020	80335	MUS_ENS	182	RN	INC	February 12	Test

Save

Return to Search