



Student Management Solution

Introduction to SMS and the Gradebook Program



SMS and the Gradebook Program

SMS and the Gradebook program are two separate programs. This short overview explains the difference between the two programs and what each of them does for the teacher.

SMS – SMS is the program where all student demographic information is stored. This data is entered by the SMS Clerks or Registrar in your school.

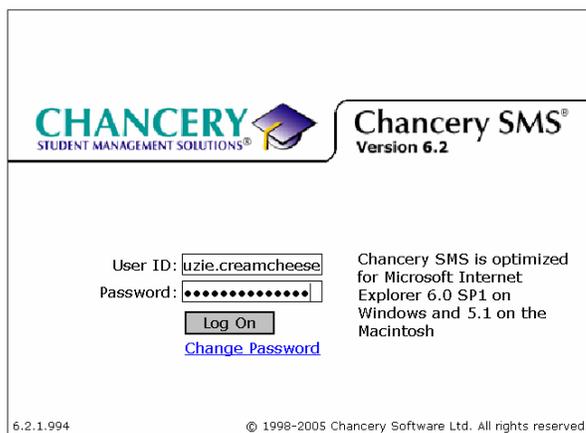
To access this program open Internet Explorer and type in the following URL address. DO NOT use Netscape or any other web browser tool. Choose the link for your AREA:

EUROPE: <http://eusms.eu.dodea/chancerysms>
PACIFIC: <http://sms.pac.dodea/chancerysms>
DDESS: <http://sms.am.dodea.edu/chancerysms>

These links are not live. Open Internet Explorer and type in the URL.

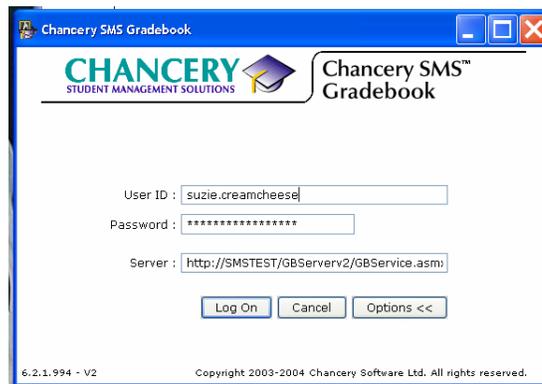
From here the teacher can:

1. logon (firstname.lastname and password)
2. take attendance
3. get a roster with demographic information
4. run a variety of reports.
5. see all the FINAL grades to include academic eligibility, quarter grades, semester exams and semester grades
6. enter all final grades directly into this portion of the program if you are not using the Gradebook program



The screenshot shows the Chancery SMS login interface. At the top left is the Chancery logo with the text 'STUDENT MANAGEMENT SOLUTIONS'. To the right is the text 'Chancery SMS® Version 6.2'. Below the logo, there are two input fields: 'User ID:' containing 'luzie.creamcheese' and 'Password:' containing a series of dots. A 'Log On' button is positioned below the password field. A blue link 'Change Password' is located below the 'Log On' button. To the right of the input fields, there is a note: 'Chancery SMS is optimized for Microsoft Internet Explorer 6.0 SP1 on Windows and 5.1 on the Macintosh'. At the bottom left, the version number '6.2.1.994' is displayed. At the bottom center, the copyright notice '© 1998-2005 Chancery Software Ltd. All rights reserved.' is shown.

Gradebook – Gradebook is the program the teacher uses to keep track of assignments and calculate grades.



Once the Gradebook program has been installed on your computer, the icon will appear on your desktop.



SMS Gradebook.Ink

From here the teacher can:

1. logon with the same logon name and password used in SMS
2. enter assignments and grades on a "Teacher created Score Sheet."
3. calculate grades.
4. copy the final grades to the "SMS" program.