

Marshall University – Entering Final Grades

Log into MyMU and proceed for the following:

1. Navigate to MILO in Quick Links, located on the right side of the screen.

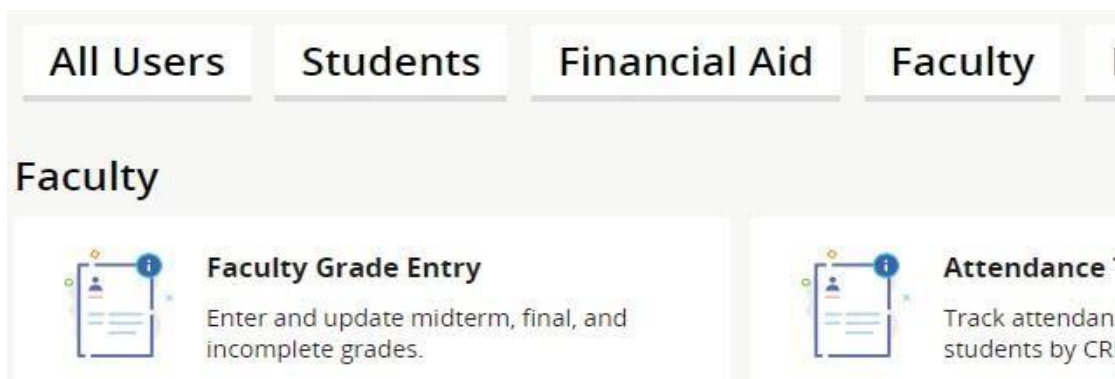


- Event Scheduling - Astra
- General Election
- Handshake
- Maps & Locations
- Marshall Marketplace
- MILO
- MU Alert
- MU Book Store

2. This will take you to the “Welcome to Self-Service Banner”. Of the multiple tabs available at the top, select “Faculty”.



3. Select “Faculty Grade Entry”.



4. From here, select “Final Grades”. This is where classes will show to enter your final grades.

Faculty Grade Entry

Midterm Grades **Final Grades** Gradebook

My Courses

Grading Status	Rolls	Subject	Course
Not Started	Not Started	UNI - University Studies	100
Not Started	Not Started	ARB - Arabic	101

5. Here is where you will enter the final grade for each student on your roster.

Not Started	Not Started	ARB - Arabic	101	101
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Records Found: 2

Enter Grades

Full Name	ID	Midterm Grade	Final Grade
Marshall, John M.	901345070		<input type="text"/>
Test, Charlie	901602421		<input type="text"/>

Records Found: 2

6. Once finished, press “Save”, located directly below the list.

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