

## ***MicroGrade***

reviewed by J. Perry Christensen

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**Title:** *Micrograde*

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### **Overview**

MicroGrade is a grading program for teachers of students at any level. It is much easier and more flexible to use than a spreadsheet. Grades can be calculated using total points or weighted categories. The software has an excellent menu system which is nearly self-explanatory. An added bonus is that the software can be configured to generate individual grade reports that can be printed, emailed, or posted on the Internet. Internet reports are protected by an individualized user ID and password. That way, students can view their progress at anytime.

### **Description:**

The program contains the follow recording and reporting features:

- Grade Standards
- Categories and Assignments
- Student Records including a place for name, ID, phone, email, and notes
- Class Roster
- Student Summary
- Dropped/Excluded Students
- Class Standards
- Overall Class Grades
- Grades by Assignment
- Gradebook
- Statistics

- Worksheet
  - Free Form reports
  - Attendance by Student
  - Attendance by Day
  - Attendance Grid
  - Seating Chart
  - Web Tutorial
- (Chariot Software Group)

MicroGrade is easy to set up. First student names are input or imported if already in an electronic format. Next the teacher decides what categories to create such as participation, homework, quizzes, and tests. The categories can be weighted (i.e. 10% participation, 20% homework . . .) or a total point method could be used. After that, the teacher stipulates the grading breakdowns (i.e. 93% = A, 90% = A-, 87% = B+, and so forth). Both grade names and percents can be manipulated.

Assignments are easy to add and scores easily recorded. There is a menu to excuse students from assignments, mark work late, and if desired, drop the lowest assignment or two in each category. Class rosters can be sorted by name, grade, or ID number.

The best part of using Micrograde is communication with students. The email, web, or printed reports keep both students and teacher informed. Students are seldom surprised by a final grade since they have been able to track their progress through out the semester.

### **Other Features**

- Class sizes of up to 480 students
- Tracks up to 128 assignments and 16 categories per class
- Create grade scales using letters, symbols or numbers
- Calculates grades by total points, weighted percent and/or relative weights automatically
- Low grades can be highlighted in different colors
- Mark assignments excused or incomplete
- Changed scores are flagged
- Grading period option for combining terms for final grade calculation

- Maintain student notes and comments
- Password protected class files
- Attendance tracking and reporting
- Built-in seating chart
- Import student rosters or export final grades for use with your school-wide computer system or administrative software packages such as SASI, OSIRIS, and Skyward
- Transfer student information between class files
- Cross platform (Macintosh-Windows) data files
- Extensive help menu with on-screen index and links to an Internet Resource Center (Chariot Software Group)

### **Advantages**

Communication with students, email, reports, Internet posting

Show student strengths, weaknesses, and proficiency

Built-in grade calculations and formulas

Statistical reports and graphs give pictures of overall grades and individual assignments

Site licenses can be purchased for whole elementary schools or individual university departments and allow for teachers to load the software on their home computers at no additional cost

A simple to use help menu gives step-by-step explanations. Additional help and a more detailed manual can be found online.

### **Disadvantages**

There is no connection between attendance and grades. In other words, it would be nice if one could make a participation category and by marking attendance, it would automatically feed into the participation grade.

Assignments marked late are not automatically lowered by a certain percent. For example, it would be better if the teacher could set up the program to automatically lower assignments marked late by 10% or so.

Assignments in one category cannot be cut and pasted into another category, they would have to be deleted and then re-inputted into the new category.

### **Recommendation**

This program has all the essential elements for managing grades. It is easy to learn and use. After using Micrograde, it is a wonder how grades were kept without it. This program is worth buying for teachers who have sufficient access to a computer. A strong recommendation is given for those teachers or schools whose students all have access to a computer and individual email accounts.

### **System requirements**

Windows 95, 98 & NT:

Memory: 8MB minimum, 16MB recommended

Disk Space: 4MB minimum, 8MB recommended

Internet Browsers: Netscape: 4.6 and higher or Internet Explorer: 4.0 and higher

Macintosh System 7.0 or higher:

Memory: 4MB minimum, 8MB recommended

Disk Space: 4MB minimum, 8MB recommended

Internet Browsers: Netscape: 4.6 and higher or Internet Explorer: 4.0 and higher

### **Demos available:**

Downloaded from <http://www.chariot.com/micrograde.html>