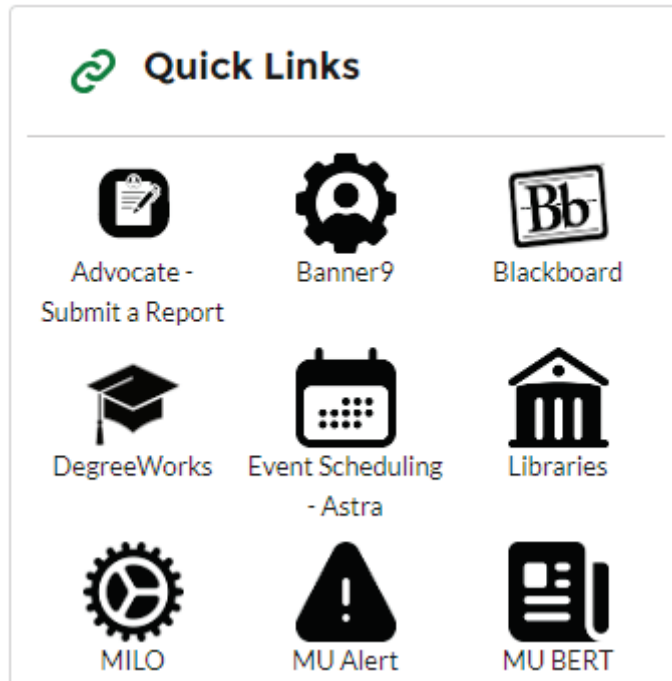


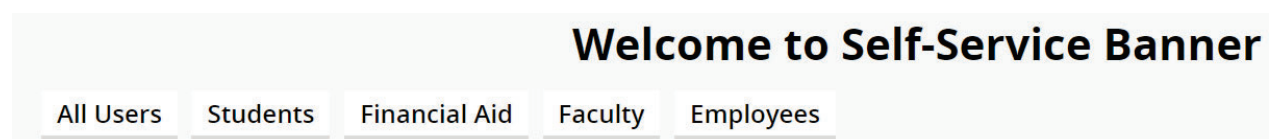
## Marshall University – Entering Grades Log into

MyMU and proceed for the following:

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



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”.

All Users

Students

Financial Aid

Faculty

## Faculty



### Faculty Grade Entry

Enter and update midterm, final, and incomplete grades.



### Attendance

Track attendance for students by CRI

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

## Faculty Grade Entry • Final Grades

Faculty Grade Entry

Midterm Grades   **Final Grades**   Gradebook

My Courses

Grading Status	⌵	Rolled	⌵	Subject
In Progress		Not Started		UNI - University Studies

Records Found: 1

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↕ Final Grade

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

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