

# GRADEBOOK ASSIGNMENTS – Move from one MP to Another

## Moving Assignments between Marking Periods

### Gradebook→Assignments→Assignment List

The screenshot shows the 'Manage Assignments' screen in the Genesis Student Information System. The page title is 'Course Assignments' for '24833/2 - INTEGRATED SCIENCE, 246, Per. 1-2 (FY)'. The table below lists various assignments with their respective marking periods (MP), categories, grades, headers, days, due dates, assigned dates, maximum scores, and other details. A callout box highlights the 'MP' column, indicating that users should use the drop-down menu to select the target marking period for moving an assignment.

All MP	Category	Gr	Assignment	Header	Day	Due Date	Assigned Date	Max	Seq	For GB	Parents
MP1	QUIZ		MP1 QUIZ 1	QUIZ 1	Thu 1	09/07/2006	09/27/2006	100.0 (NUMERIC)		<input checked="" type="checkbox"/>	<input type="checkbox"/>
MP1	QUIZ		MP1 QUIZ 2	QUIZ 2	Thu 6	09/14/2006	09/27/2006	100.0 (NUMERIC)		<input checked="" type="checkbox"/>	<input type="checkbox"/>
MP3	QUIZ		MP1 QUIZ 3	QUIZ 3	Thu 5	09/21/2006	09/27/2006	100.0 (NUMERIC)		<input checked="" type="checkbox"/>	<input type="checkbox"/>
MP4	QUIZ		MP1 QUIZ 4	QUIZ 4	Thu 4	09/28/2006	09/27/2006	100.0 (NUMERIC)		<input checked="" type="checkbox"/>	<input type="checkbox"/>
MP1	QUIZ		MP1 QUIZ 5	QUIZ 5	Thu 2	10/05/2006	09/27/2006	100.0 (NUMERIC)		<input checked="" type="checkbox"/>	<input type="checkbox"/>
MP1	QUIZ		MP1 QUIZ 6	QUIZ 6	Thu 6	10/12/2006	09/27/2006	100.0 (NUMERIC)		<input checked="" type="checkbox"/>	<input type="checkbox"/>
MP1	QUIZ		MP1 QUIZ 7	QUIZ 7	Thu 5	10/19/2006	09/27/2006	100.0 (NUMERIC)		<input checked="" type="checkbox"/>	<input type="checkbox"/>
MP1	QUIZ		MP1 QUIZ 8	QUIZ 8	Thu 4	10/26/2006	09/27/2006	100.0 (NUMERIC)		<input checked="" type="checkbox"/>	<input type="checkbox"/>
MP1	QUIZ		MP1 QUIZ 9	QUIZ 9	Thu 3	11/02/2006	09/27/2006	100.0 (NUMERIC)		<input checked="" type="checkbox"/>	<input type="checkbox"/>

Figure 1 – The “Manage Assignments” Screen: [Gradebook→Assignments→Assignment List](#)

### Moving Assignments between Marking Periods

To move an Assignment from one Marking Period to another,

1. Go to the Gradebook→Assignments→Assignment List screen.
2. Use the MP drop down to select the Marking Period you wish to move the Assignment to.
3. Click the Save button.

**NOTE:** All moves between Marking Periods are legal. *Assignment dates* are NOT checked. Assignments will appear in the new Marking Period *regardless* of whether the date makes sense for that Marking Period.