

Pending Grades (IC, IP) User Guide

- ❖ To go to the **Pending Grades (IC, IP)** section you will find it under **Faculty Services**, click on it from there.
- ❖ This part is used when students have excuses for the days they have been absent and the grades become either (IC, IP).
- ❖ IC: Incomplete.
- ❖ IP: In Process.

The screenshot displays the Opera Academic System dashboard. At the top, the header includes 'UBT' and 'OPERA ACADEMIC SYSTEM'. The main content area is titled 'Welcome to Opera Academic System' and contains a welcome message. Below this, there are three main service panels: 'Faculty Services', 'Dept. Head Services', and 'Vice Dean Services'. Each panel has a list of menu items with right-pointing arrows. In the 'Faculty Services' panel, the 'Pending Grades (IC,IP)' item is highlighted with a white callout box containing the text 'Click Here' and an arrow pointing to the link. The 'Dept. Head Services' panel includes 'Grading Approvals', 'Pending Grades (IC,IP)', 'Advising & Exceptions', 'Exception Approvals', and 'Distribute Students'. The 'Vice Dean Services' panel includes 'Grading Approvals', 'Pending Grades (IC,IP)', 'Advising & Exceptions', and 'Exception Approvals'. A vertical sidebar on the left contains navigation icons for home, search, and other functions.

- ❖ After clicking on the **Pending (IC, IP)** button you will be redirected to this page, where you will see the students who have incomplete grades or in progress grades on stand by either to wait for the student or get confirmation from the H.O.D & Vice Dean.
- ❖ You will see all of the student's information and course he/she is registered under.

UBT OPERA ACADEMIC SYSTEM

GRADES PENDING (IC,IP)

Faculty Form

Click here to view and update than submit the grades.

Show 10 entries Search:

| SSN | Name | Year | Term | Campus | Course Dept. | Course No. | Section No | Course Title | Grade | Grade Status |
|--------|-----------------------------|------|------|---------|--------------|------------|------------|-------------------------------|-------|--------------|
| MAB494 | MOHAMMED MUSFER SAAD ALYAMI | 2018 | FALL | CBA (B) | MIS | 460 | 01 | DATABASE MANAGEMENT SYSTEMS 2 | IC | |

Showing 1 to 1 of 1 entries Previous 1 Next

Update Grade

| SSN | Name | Mid Term | Final | Subject 1 | | | | | | | | | | | | | | |
|--------|------------------------|----------|-------|-----------|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| MAB494 | MOHAMMED MUSFER ALYAMI | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

Submit TO Head of Department

Click here to submit to the H.O.D