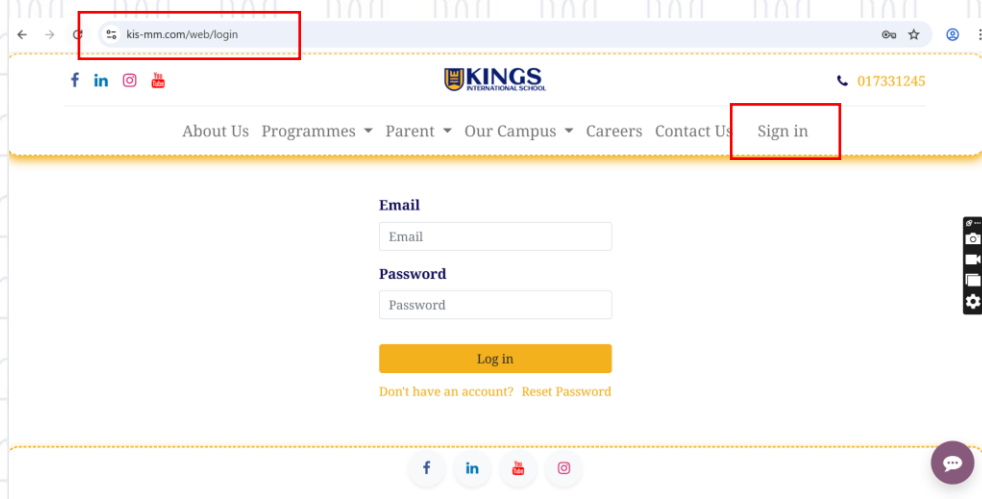


KINGS ERP

STUDENT GRADE BOOK USER MANUAL

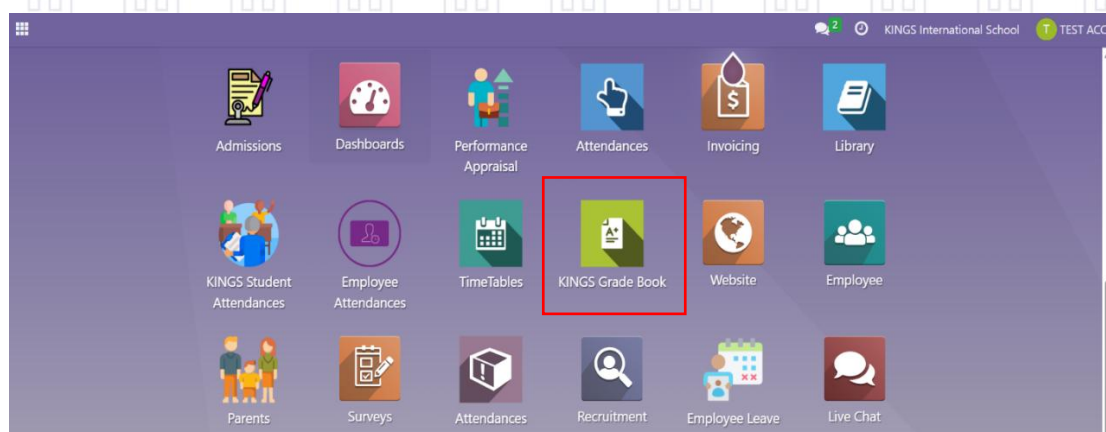
- ❖ Welcome to the Student Gradebook section of the user manual. This guide will help you understand how to manage student academic records using the student module in KINGS ERP.
- ❖ Digitalizing the Student Gradebook helps streamline performance tracking, ensure data accuracy, and support collaboration between teachers.
- ❖ To access the Student Gradebook, visit <https://kis-mm.com> and enter your login credentials. If you do not have an account, please contact the HR team for assistance.



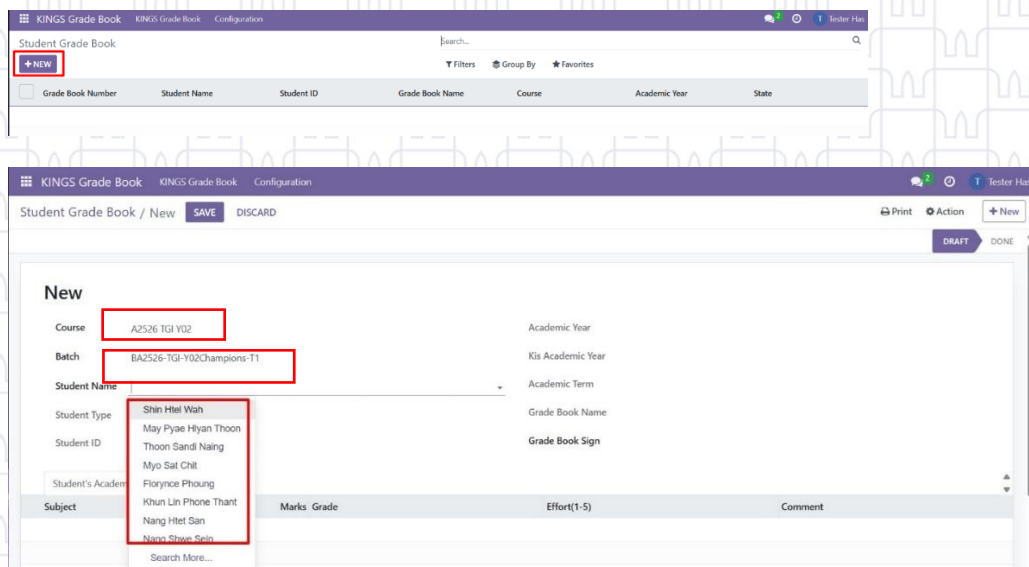
The screenshot shows the login page of the KINGS ERP system. The browser address bar shows kis-mm.com/web/login. The page features the KINGS International School logo and a phone number 017331245. A navigation menu includes links for About Us, Programmes, Parent, Our Campus, Careers, Contact Us, and a highlighted Sign in button. The login form consists of an Email field, a Password field, and a Log in button. Below the form, there is a link for 'Don't have an account? Reset Password'. Social media icons for Facebook, LinkedIn, YouTube, and Instagram are visible at the bottom of the page.

Student Grade Book (Home Room Tr.)

- ❖ Enter the KINGS Grade Book Module.



- ❖ The homeroom teacher must create and manage grade books for all students.



- ❖ Each subject teacher must enter the marks, grades and comments for their assigned subjects.

Student's Academic Record	Primary Major Score	Primary Minor Score	Primary Music and PE	Social Studies			
Subject	Formative Assessment (20%)	Assignment (10%)	Project (10%)	Test (60%)	Total (100%)	Grade	Comment
SA2425 Y02-English	0.00	0.00	0.00	0.00	0.00		
SA2425 Y02-Mathematics	0.00	0.00	0.00	0.00	0.00		
SA2425 Y02-Science	0.00	0.00	0.00	0.00	0.00		
SA2425 Y02-Myanmar	0.00	0.00	0.00	0.00	0.00		
SA2425 Y02-Chinese	0.00	0.00	0.00	0.00	0.00		
SA2425 Y02-Information and Communicatio...	0.00	0.00	0.00	0.00	0.00		

The Homeroom teacher needs to review all grades and markd at the end.

- ❖ After that, write the overall remark and click the 'Done' button.
- ❖ Click the 'Print' button to generate the report according to the related level. (e.g. Primary, Secondary, etc...)

Student Grade Book / 2425GB00102

DONE Print Action 1 / 12 Create

2425GB00102

Course? A2425 TGI Y02 Academic Year? A2425 Primary
 Batch? BA2425-TGI-Y02BeesT3 Kis Academic Year?
 Student Name? Nang Sheng Phaung @ Trisha Academic Term? A2425 Primary Term3
 Student Type? Lower Primary Grade Book Name? Term3
 Student ID? 200085 Grade Book Sign?

Student's Academic Record Primary Major Score Primary Minor Score Primary Music and PE Social Studies

Subject	Marks	Grade	Comment
SA2425 Y02-English	60	C	Lily is gaining confidence in English class, but she does need to spend more of her free time practicing reading and spelling. She tries hard to understand classroom topics, but is still struggling with more difficult blended words. Please

Primary Grade Book Report
 Secondary Grade Book Report
 Primary Academic Record Report
 Secondary Academic Record Report