Viewing Report Cards

1. Log in to Focus with your child’s username and password

2. On the home page, locate the current school window with your child’s name & click the “Reports” tab

3. Select the quarter you would like to view

4. The report card will open in a new window. For help understanding the report card, see next page
### WHS Parent Guide

#### Understanding Report Cards

- **Classes & Teacher Names**
- **Unexcused/Excused Absences**
- **Quarter Grades**
- **Behavior Ratings**
  - 0=Poor & 3=Excellent
- **Teacher is requesting a conference**
- **Testing Graduation Requirements**

### Quarter Grade Information

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<th>Course</th>
<th>Init Level</th>
<th>UNX Abs</th>
<th>EXC Abs</th>
<th>Marking Period 1</th>
<th>Marking Period 2</th>
<th>Marking Period 3</th>
<th>Final Exam</th>
<th>Final Grade</th>
<th>Cr</th>
<th>Conduct</th>
<th>Work Completion</th>
<th>Working with Adults</th>
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### GPA Ratings

- **Grade Point Average (GPA)**
  - A: Outstanding
  - B: Above Average
  - C: Average
  - D: Below Average
  - F: Failing (no credit awarded)
  - E: Incomplete
  - I: Insufficient Evidence
  - S: Satisfactory
  - U: Unsatisfactory
  - P: Passing

- **Quality Point Average (QPA)**

### Absent & Late Days

- **Total Days in School**
  - Marking Period 3: Apr 1, 2023

For more information on BCPS' Student Records visit www.bcps.org to review Policy 5230.