



## Registrar Network

UNIVERSITY OF COLORADO BOULDER

Below is the update from the Office of the Registrar for November 30, 2015. If you have questions, please contact the person or unit associated with the update. Thank you!

### Contents:

- Office Closure, 12/1
- Web Grading Training, 12/2
- Fall 2015 Grading Opens, 12/9

---

### Office Closure ([Office of the Registrar](#))

**Tuesday, December 1, 3 p.m.–close**

Our front office will close at 3 p.m. for an internal event. We will continue to take calls through our main line (303-492-6970).

---

### Web Grading Training ([Rebecca Jones](#))

**Wednesday, December 2, 3–4:30 p.m., UMC 245**

If you are a grade liaison or grading faculty who would like to receive training on the web grading system, please RSVP for this session. Susan Dorsey, Associate Registrar for Enrollment and Record Services, will cover the web grading cycle, demonstrate the process of entering grades, including posting a roster in Campus Solutions, exporting grades from D2L and importing them into web grading, as well as address common issues in the grading process. Feel free to forward this information to others in your department.

RSVP to [Rebecca.Jones@colorado.edu](mailto:Rebecca.Jones@colorado.edu).

---

### Fall 2015 Grading Opens, 12/9 ([Susan Dorsey](#))

Fall 2015 grading opens on Wednesday, Dec. 9. Please see the [Fall 2015 Grade Processing Calendar](#) for specific grade deadlines and additional resources.

If you have questions or need assistance posting your grades, please contact [registrar@colorado.edu](mailto:registrar@colorado.edu) or 303-492-6970.

---

[Subscribe](#) or [unsubscribe](#) from regbrownbag.