For Parents: Checking Grades and Assignments in PEAK

Checking Grades
1. Log in to Peak and select Peak Office. It will open in a new tab.

2. Select View All Student Enrollments
The next screen shows a list of your student’s classes called *Enrollments*. The most useful information on this screen is found to the right of the table of classes.

1. **Last**= The last time your student accessed the course
2. **Avg**= Not the grade in the class. This is the grade that your student has *just on the work they’ve completed*. So if your student has only completed 1 thing and got a 100%, you’d see a 100% in that column.
3. **%=**Percent of the work completed so far.
4. **Grd**= The student’s actual grade. Because EOA is asynchronous, students start with a 0% and then do assignments to build up to their final grade.
Checking Assignments
1. Login to Peak and select *Peak Office*. It will open in a new tab.

2. Select View All Student Enrollments

3. The next screen shows a list of your student’s classes called *Enrollments*. Click on the name of the class you want to look at in the *Section Name* column.
4. On the next screen, select Assessments

5. The next screen shows a list of assignments.
   1. Points=Score
   2. Points Possible=Total points available
   3. Score %= Awarded percent
   4. Annotations= If you see *Excluded* here, the assignment has been excluded and should not be done.

*This page can be downloaded as a PDF or a spreadsheet. If your student is behind, please work with them to schedule out what work needs to be done for the remainder of the term.*