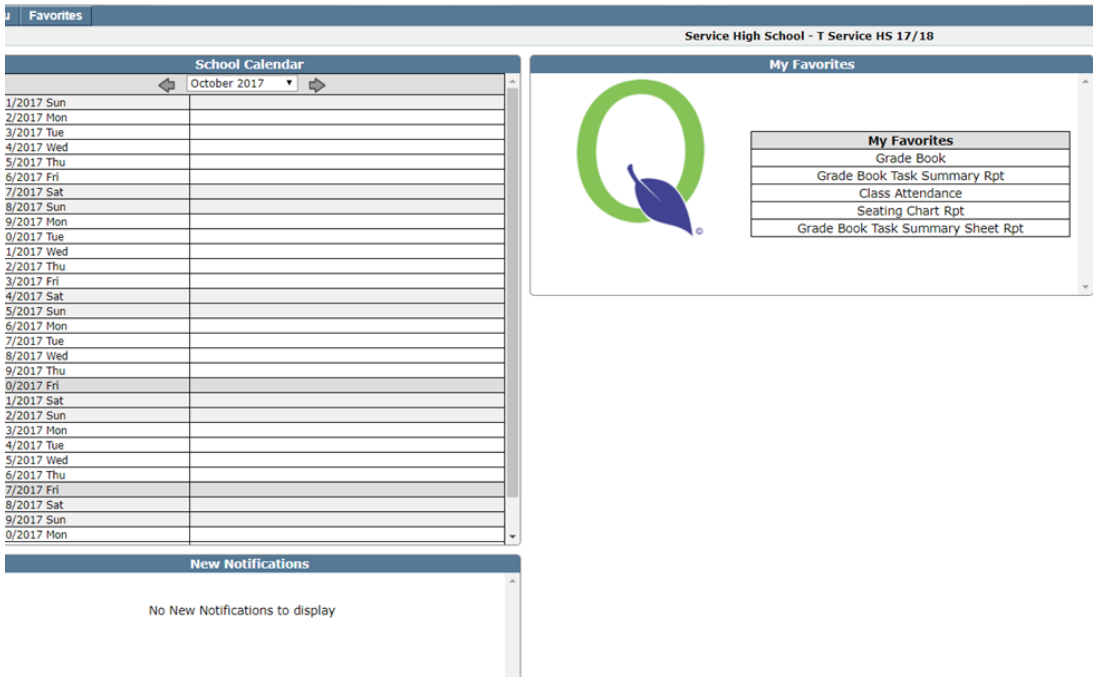
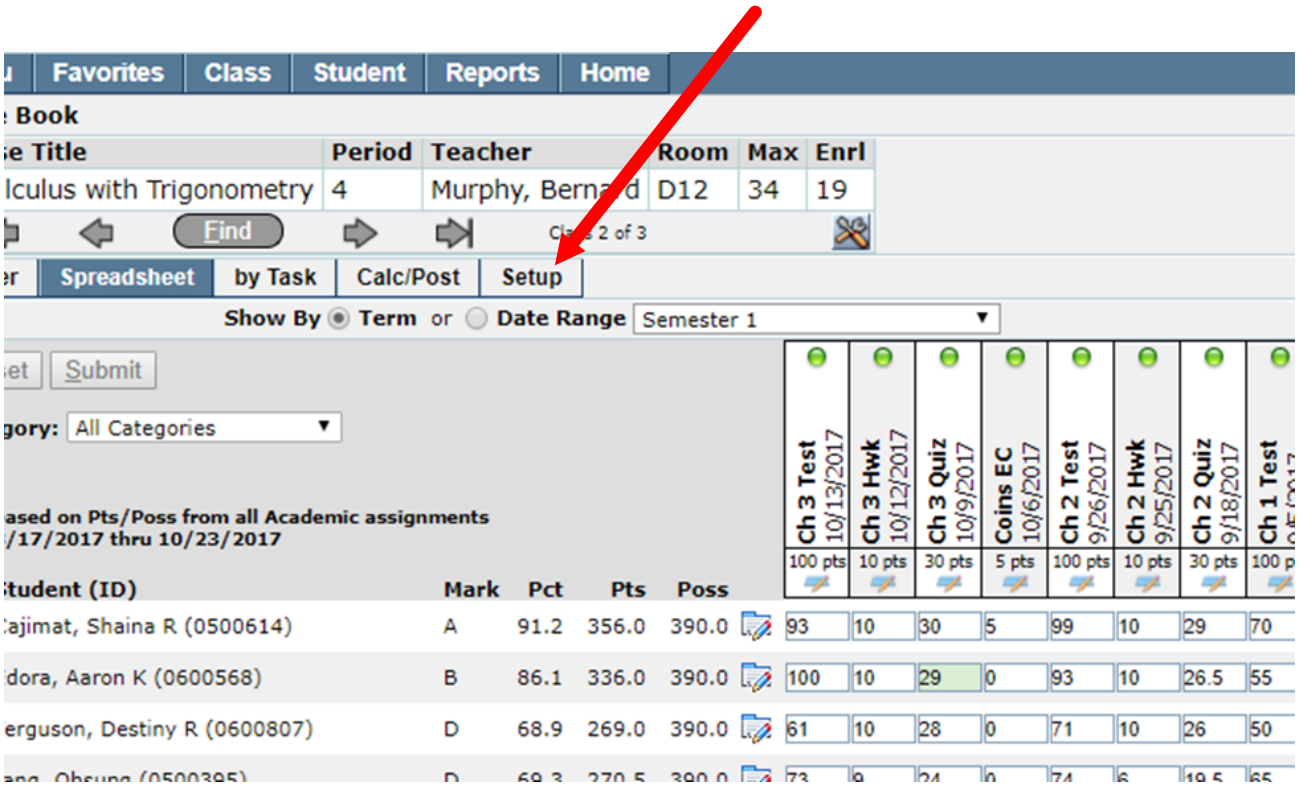
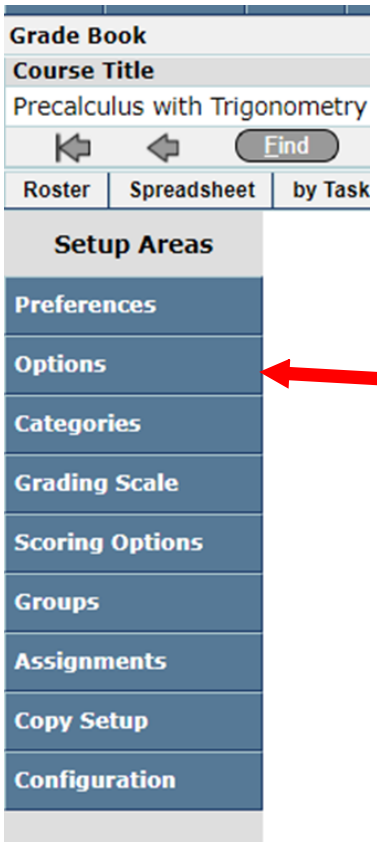
Log into Q and go to your gradebook.

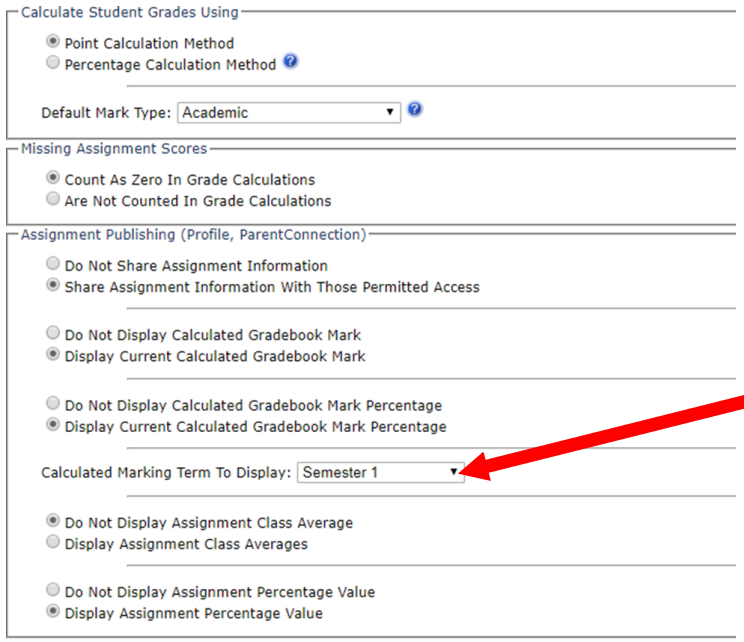


Click on the 'Setup' button





Click on **Options** button in the left setup area



Then change your **Calculated Marking Term To Display:**

Set this to show **Semester 1**

then...

On the right click all of your semester 1 classes.

Hit Submit.

	Term	Pd	Crs-Sect	Apply Class Options To Course Title
☑	S1	2	H9090-3	Aide, Teacher
☑	QA	4	H1662-3	Precalculus with Trigonometry
☑	QA	5	H1662-1	Precalculus with Trigonometry

You will need to do this again to set it up for Semester 2 in January.