


H-1

Kent State University Self Service

 **Please Note:** The processing deadlines for Flexibly Scheduled - Open Learning sections (see Course Flexibly Scheduled) are ESTIMATED dates. FlashFAST will determine if the section can be added, dropped, and/or withdrawn dynamically at the time the registration transaction is processed.

Registration Deadline Information

Information Current as of: 22-NOV-2010
01:11:55 PM

Spring 2011

	CRN COURSE	TITLE	CAMPUS
Course Information:	10999 MATH-10021-001	CORE MATHEMATICS I	Kent Campus

Section Start Date	01/10/11
Section End Date	03/02/11
Last Day to Add	01/16/11
Last Day to Drop	01/16/11
Last Day to Withdraw	02/11/11
Course Flexibly Scheduled	YES
Census Date	01/19/11

RELEASE: 8.3

H-2

Kent State University Self Service

Please Note: The processing deadlines for Flexibly Scheduled - Open Learning sections (see Course Flexibly Scheduled) are ESTIMATED dates. FlashFAST will determine if the section can be added, dropped, and/or withdrawn dynamically at the time the registration transaction is processed.

Registration Deadline Information

Information Current as of: 22-NOV-2010
01:11:06 PM


Spring 2011

	CRN COURSE	TITLE	CAMPUS
Course Information:	16553 MATH-10022-101	CORE MATHEMATICS II	Kent Campus
Section Start Date	03/03/11		
Section End Date	05/01/11		
Last Day to Add	03/10/11		
Last Day to Drop	03/10/11		
Last Day to Withdraw	04/09/11		
Course Flexibly Scheduled	YES		
Census Date	03/14/11		

RELEASE: 8.3

Regular classes

Kent State University Self Service

 **Please Note:** The processing deadlines for Flexibly Scheduled - Open Learning sections (see Course Flexibly Scheduled) are ESTIMATED dates. FlashFAST will determine if the section can be added, dropped, and/or withdrawn dynamically at the time the registration transaction is processed.

Registration Deadline Information

Information Current as of: 22-NOV-2010
01:11:09 PM


Spring 2011

	CRN	COURSE	TITLE	CAMPUS
Course Information:	10041	MATH-10041-001	ELEMENTARY PROBABILITY AND STATISTICS	Kent Campus
Section Start Date		01/10/11		
Section End Date		05/01/11		
Last Day to Add		01/23/11		
Last Day to Drop		01/23/11		
Last Day to Withdraw		03/20/11		
Course Flexibly Scheduled		NO		
Census Date		01/24/11		

RELEASE: 8.3

*ending date
2/18/11*

Kent State University Self Service

 **Please Note:** The processing deadlines for Flexibly Scheduled - Open Learning sections (see Course Flexibly Scheduled) are ESTIMATED dates. FlashFAST will determine if the section can be added, dropped, and/or withdrawn dynamically at the time the registration transaction is processed.

Registration Deadline Information

Information Current as of: 22-NOV-2010
01:11:37 PM

Spring 2011

	CRN COURSE	TITLE	CAMPUS
Course Information:	21060 MATH-60070-002	FINANCIAL MATHEMATICS	Kent Campus
Section Start Date	01/10/11		
Section End Date	02/18/11		
Last Day to Add	01/10/11		
Last Day to Drop	01/14/11		
Last Day to Withdraw	02/03/11		
Course Flexibly Scheduled	YES Open Learning		
Census Date	01/17/11		

RELEASE: 8.3

Grades Processing Deadlines for Spring 2011 Courses

- Final and midterm grades processing will be done using FlashFAST. The following provides dates and information for grades processing for Spring 2011 courses.
- **Remember: You can check the status of your grade rosters by viewing the information in the Faculty Grade Assignment Channel.** Clicking on one of the icons to the right of the course brings you to the Final Grades page. After submitting grades, click the Go button to refresh the status icon.

Status Icon Explanation:



All grades have been submitted; no further action is required.



No grades have been submitted. Grades must be submitted by the published end of the grading period.



Partial grades have been submitted. Grade submission must be completed published end of the grading period.

Clicking on the course title brings up the Class Schedule Listing page.

Part Of Term	Description	Number Of Weeks	Midterm Grades Processing	Final Grades Processing	Final Grades Processing Deadlines
1	FULL TERM JAN 10-MAY 01, 2011	15	FEB. 24, 2011 – MAR 01, 2011	29-APR-2011 Through 10-MAY-2011	Tuesday, 10-MAY-2011 , Midnight
F1	First 5 Weeks JAN 10-FEB 13, 2011	5	NA	10-FEB-2011 Through 15-FEB-2011	Tuesday, 15-FEB-2011 , Midnight
F2	Second 5 Weeks FEB 14-MAR 20, 2011	5	NA	17-MAR-2011 Through 22-MAR-2011	Tuesday, 22-MAR-2011 , Midnight
F3	Third 5 Weeks MAR 28-MAY 01, 2011	5	NA	29-APR-2011 Through 10-MAY-2011	Tuesday, 10-MAY-2011 , Midnight
H1	First Half Semester JAN 10-MAR 02, 2011	7 1/2	NA	02-MAR-2011 Through 08-MAR-2011	Tuesday, 08-MAR-2011 , Midnight
H2	Second Half Semester MAR 03-MAY 01, 2011	7 1/2	NA	29-APR-2011 Through 10-MAY-2011	Tuesday, 10-MAY-2011 , Midnight
W1	100% Online 1st 7 Weeks JAN 10-FEB. 27, 2011	7	NA	25-FEB-2011 Through 08-MAR-2011	Tuesday, 08-MAR-2011 , Midnight
W2	100% Online 2nd 7 Weeks MAR 07-MAY 01, 2011	7	NA	29-APR-2011 Through 10-MAY-2011	Tuesday, 10-MAY-2011 , Midnight
OPEN LEARNING COURSES - Flexibly Scheduled				Grading Begins on last day of class.	Tuesday, 10-MAY-2011 , Midnight

FACULTY GRADE ASSIGNMENT TIPS:

- Faculty will use FlashFAST to post grades. **To access FlashFAST, log into FlashLine at www.kent.edu and click on the Faculty & Advisor Tools tab.** The link to your midterm and final grade roster(s) is located in the Faculty & Advisor Toolbox, under the Submit Grades heading.
- **Reminder:** Faculty with thesis, dissertation or research courses should issue IP grades for their students who are not graduating.
- **If you have any problems accessing FlashFAST or need technical assistance, please contact the HELP desk at 330-672-HELP (4357) or by using the Support Portal at <http://support.kent.edu>.**
- On your grade rosters, enter grades for enrolled students by published deadlines including NF (Never Attended-F Grade) and SF (Stopped Attended F-Grade) grades, if appropriate. **Enter the Last Attend Date for students receiving SF grades. A message will display after you click Submit that the student has not withdrawn from the course. This is only informational and will not prevent the grade you assigned from posting.** If "Confidential" appears next to a student's name, the personal information is to be kept confidential.
- **To enter an Incomplete and default grade for a Final Grade for a student:** Select a grade from the Grade drop down box that begins with the letter I and contains your default grade. Example: The grade IF is an Incomplete with a default grade of F. The grade ID is an Incomplete with a default grade of D. Please be reminded that the "Incomplete" or "in Progress (IP)" marks are not valid midterm grades.
- **No entry is necessary for the Attend Hours field.**
- Calculate your grades before entering them on the grade roster page so that you do not time-out. For security reasons, the time-out will occur after 60 minutes of inactivity. Be sure to click the Submit button on the Midterm or Final Grades page after entering your grades. Once grades are submitted, you will receive the message that the changes you made were saved successfully and a new 60 minute time limit will start for the page.
- Only 25 students are listed on a page. **You must click the corresponding Record Set in order to get to the next page of students to grade.**
- To select another course to grade, click CRN Selection at the bottom of the page to return to the drop down box with your available courses.
- **View posted final grades on the Summary Class List page in FlashFAST by selecting the appropriate term and CRN.**
- Final grading for Open Learning courses (courses not offered in a defined part of term) begins on the last day of the course and ends on the final grading deadline for the full term in which the course is offered. *Faculty teaching courses that begin or end after the final grading deadline for the full term in which the course is offered will have to complete individual grade change forms for each student enrolled in their course(s).*
- If you have any questions about submitting your grades, please call the Registrar's Office at 330-672-3131.