How to Submit Grades in OASIS

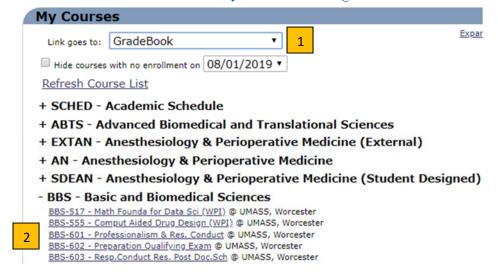
Recommended Browsers: Google Chrome, Firefox

If using UMass clinical computers, do not use Internet Explorer

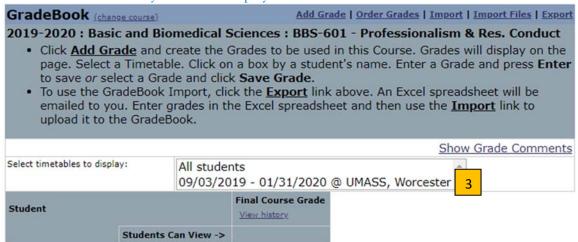
Click on the OASIS login page URL: http://umassmed.oasisscheduling.com/ Users with a umassmed.edu email address: Use your network (NT) credentials to log in

Entering grades in GradeBook via OASIS

- 1. Select **Gradebook** from the 'Link goes to:' drop-down list
- 2. Click on a course under the My Courses heading to be taken to that course's GradeBook



3. Select the timetable you wish to display



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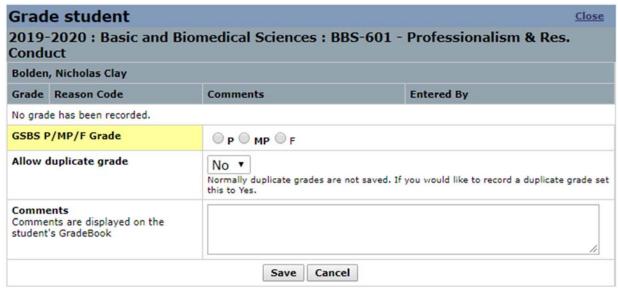
4. Final Course Grade **this is the final frade that will feed over to PeopleSoft (PSCS)**

Click on the cell in the row where you wish to enter a grade

Student		Final Course Grade View history
SI	tudents Can View ->	
Bolden, Nicholas Clay	View History	4
Carbone, Christine Elizabeth	View History	
Chao, Chun-Hao	View History	
Chen, Zexiang	View History	
Fan, Kaili	View History	
Gao, Kevin Ming Jie	View History	
Halim, Dilara Ozge	View History	

In pop-up window, select grade radio button. (Passing grades are notated in **bold** font.) Leave **Allow duplicate grade** as '**No**'

Comments can be left blank (if any comments are included with the final grade, students will be able to view) Click on 'Save'



If you have difficulty accessing OASIS, please visit IT's <u>OASIS Knowledge Base</u> for helpful documentation to guide you, or email <u>OASIS@umassmed.edu</u>.

If you have any questions or need assistance following this template, please email <u>IREA@umassmed.edu</u>.