

GPA CALCULATOR GUIDE

5.1 - 12/26/2024

BUILT WITH MICROSOFT EXCEL

ABOUT THIS GUIDE

These tools are designed to be easy to use, with minimal inputs from you, and many outputs from us. Follow each tool guide closely. There are normally only a few true steps within the guide, but the rest is information to help you along the way.

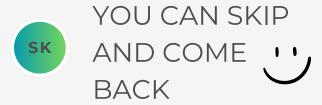
GUIDE LEGEND

GUIDE POINTERS



NICE TO KNOW

FOR THOSE READY TO JUMP IN QUICKLY





**PASSWORD

- The file password is included in the first tab of your workbook.
- Use with discretion. Formulas and setups can be extremely complex, even for the most savvy spreadsheet users.

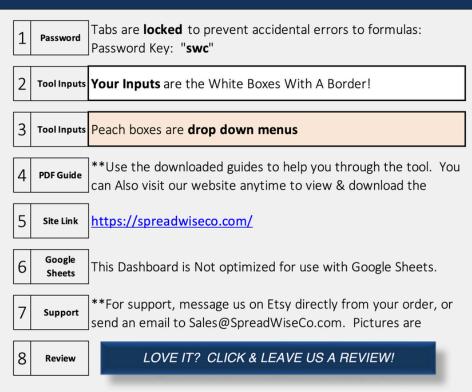
IN YOUR PRODUCT 'ABOUT' TAB

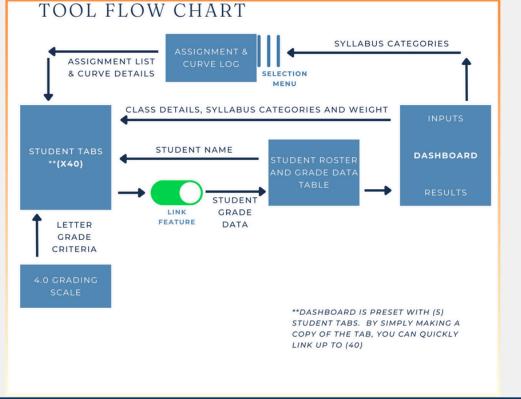


THERE IS AN ABOUT TAB IN EVERY WORKBOOK THAT INCLUDES IMPORTANT INFORMATION ABOUT YOUR DASHBOARD, AND USEFUL LINKS.

WE PROVIDE A HIGH LEVEL FLOW
CHART FOR EVERY TOOL FOR A QUICK
REFERENCE OF HOW IT ALL WORKS!

STUDENT GRADEBOOK AND ASSIGNMENT DASHBOARD REVISION: 4.5





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PRODUCT FEATURES & LEARNING TIME

PRODUCT FEATURES







70 ASSIGNMENTS, TESTS, ETC PER COURSE

GPA BY ACADEMIC YEAR & OVERALL GPA

INSIGHT INTO WHERE TO
STUDY BASED ON SYLLABUS
WEIGHTS AND GPA GOALS

10 SYLLABUS CATEGORIES
PER COURSE

GRADES AND ASSIGNMENT
COUNT TRENDING BY COURSE

BUILT IN GUIDE NOTES

ON A CUSTOMIZABLE 4.0

GRADE SCALE

ASSIGNMENT SUMMARY



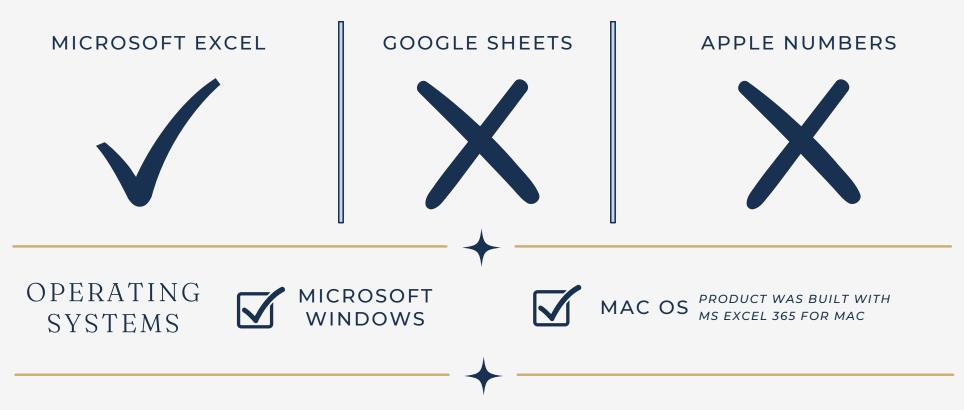
LEARNING & SETUP TIME

THIS IS OUR BEST ESTIMATE OF HOW MUCH TIME IT
WILL TAKE THE AVERAGE PERSON TO LEARN AND
COMPLETE THE INITIAL SETUP OF THEIR DASHBOARD

15MIN 30MIN 45MIN 1HR 1.5HR 2HR

PRODUCT COMPATIBILITY

SOFTWARE APPLICATION





TABS & GUIDES

TABS & GUIDES







COURSE
PERFORMANCE &
DATE TABLE





COURSE TABS

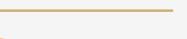


AUTOMATED

ASSIGNMENT CALENDAR

**There are two types of course templates: % Based, & Point Based, for the different syllabus types.

**Includes (2) Course tabs. By simply making a copy of the tab, you can add up to (40).



LEARN MORE



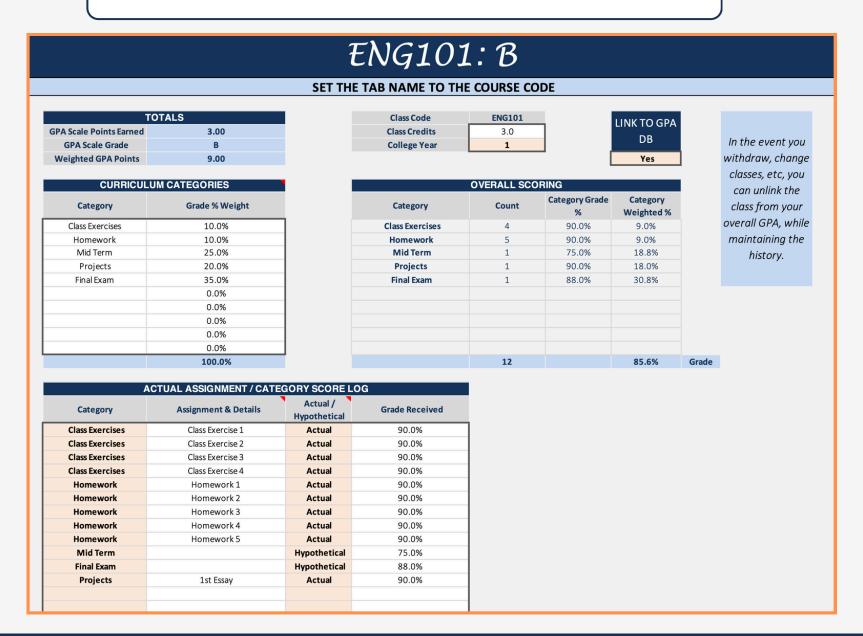
ETSY LIMITS PRODUCT PHOTOS. LEARN MORE ABOUT THESE ITEMS & FEATURES @ HTTPS://SPREADWISECO.COM



1 - GETTING STARTED



THIS JOURNEY BEGINS WITH FILLING OUT THE COURSE TABS



2 - COURSES





CURRICUI	LUM CATEGORIES
Category	Grade % Weight
Class Exercises	10.0%
Homework	10.0%
Mid Term	25.0%
Projects	20.0%
Final Exam	35.0%
	0.0%
	0.0%
	0.0%
	0.0%
	0.0%
	100.0%

Class Code	ENG101		
Class Credits	3.0		
College Year	1		

- REVIEW YOUR SYLLABUS.
- SELECT THE RIGHT COURSE TAB TYPE AND MAKE A COPY. (SEE STEP 6 FOR MORE DETAILS)
 - IF YOUR SYLLABUS IS % BASED, USE THE % TAB.
 - IF IT'S POINT BASED, USE THE POINTS
 TAB
- FILL OUT THE CURRICULUM CATEGORIES BASED ON YOUR SYLLABUS

- RENAME THE TAB TO THE COURSE NAME.
 - EXAMPLE: TAB NAME = ENGIOI
 - THIS WILL SET THE CLASS CODE, AND UPDATE THE TAB HEADER
- SET THE CLASS CREDIT AMOUNT
- SELECT THE CLASS YEAR USING THE DROP DOWN MENU

3 - COURSES



Category	Assignment & Details	Actual / Hypothetical	Grade Received	
Class Exercises	Class Exercise 1	Actual	90.0%	
Class Exercises	Class Exercise 2	Actual	90.0%	
Class Exercises	Class Exercise 3	Actual	90.0%	
Class Exercises	Class Exercise 4	Actual	90.0%	
Homework	Homework 1	Actual	90.0%	
Homework	Homework 2 Actua		90.0%	
Homework	Homework 3	Actual	90.0%	
Homework	Homework 4	Actual	90.0%	
Homework	Homework 5	Actual	90.0%	
Mid Term		Hypothetical	75.0%	
Final Exam		Hypothetical	88.0%	
Projects	1st Essay	Actual	90.0%	

- POPULATE ALL OF YOUR ASSIGNMENTS, EXAMS, ETC
- COMMENTS COLUMN CAN BE USED FOR SPECIFIC DETAILS, AS MANY CATEGORIES IN THE SYLLABUS WILL HAVE MULTIPLE ITEMS.
- POPULATE YOUR GRADES FOR THE ASSIGNMENTS, EXAMS, ETC.
 - YOU CAN DO THIS AS YOU GO, OR FILL OUT EVERYTHING IN ADVANCE WITH HYPOTHETICAL VALUES, AND REPLACE THEM WITH REAL VALUES AS YOU RECEIVE YOUR REAL SCORES.

4 - COURSES



OVERALL SCORING					
Category	Count	Category Grade %	Category Weighted %		
Class Exercises	4	90.0%	9.0%		
Homework	5	90.0%	9.0%		
Mid Term	1	75.0%	18.8%		
Projects	1	90.0%	18.0%		
Final Exam	1	88.0%	30.8%		

12

TOTALS

GPA Scale Points Earned 3.00

GPA Scale Grade B

Weighted GPA Points 9.00

85.6%

• THE TABLES AUTOMATICALLY ACCOUNT FOR THE NUMBER OF SCORES IN EACH CATEGORY, AND PROVIDE A PROPER WEIGHTED %.

• BASED ON THE GPA SCALE (WE'LL COVER SOON), AND YOUR GRADE:

5 - ADDING MORE COURSES



MORE COURSE TABS NEEDED?

ADD SOME.

FIRST, ADD THE COURSE NAME TO THE COURSE NAME COLUMN IN THE DATA TABLE TAB

COURSE NAME

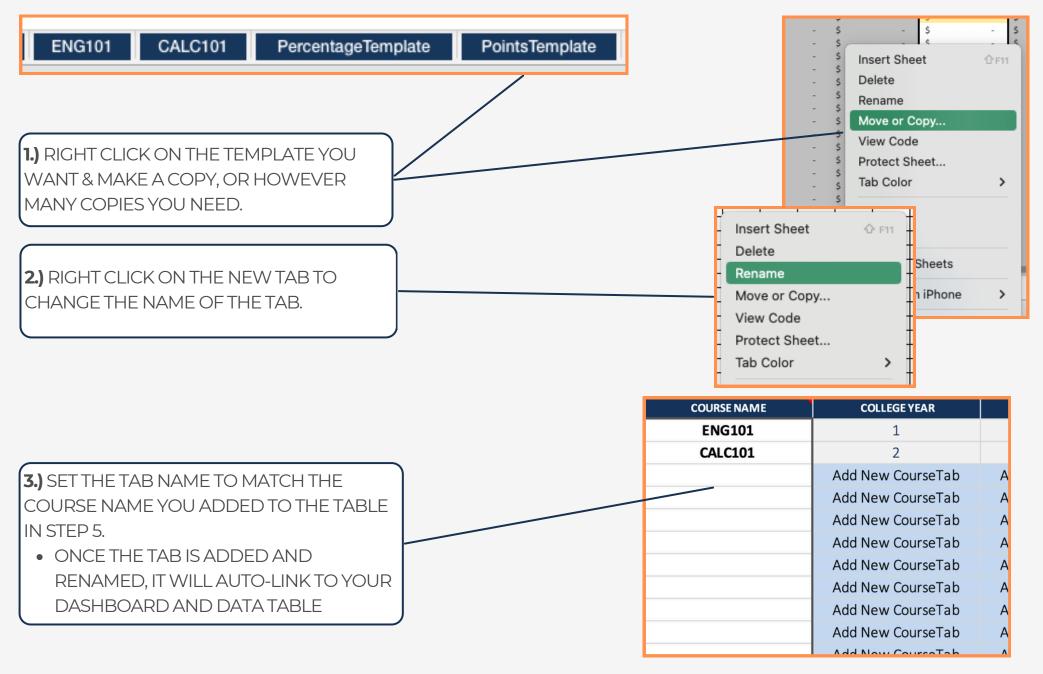
ENG101

CALC101

ENG101 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14.88 12 2 16.0 90.0% 14						
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6 - ADDING COURSE TABS





7 - ADDING MORE COURSES



WHEN YOU'VE ADDED THEM
CORRECTLY, THE DASHBOARD TABLE
WILL GO FROM "ADD NEW COURSE
TAB" TO "LINK COURSE TAB"

COURSE NAME	COLLEGE YEAR	CLASS CREDITS	CLASS GRADE	CLA:
ENG101	1	12.0	85.6%	
CALC101	2	16.0	90.0%	
	Add New CourseTab	Add New CourseTab	Add New CourseTab	Add
	Add New CourseTab	Add New CourseTab	Add New CourseTab	Add
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	Add New CourseTab	Add New CourseTab	Add New CourseTab	Add
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8 - GPA SCALE



A GPA GRADE AND POINTS ARE PROVIDED BASED ON THE BELOW 4.0 SCALE. THE SCALE BELOW WILL APPLY TO ALL COURSES IN YOUR DASHBOARD.

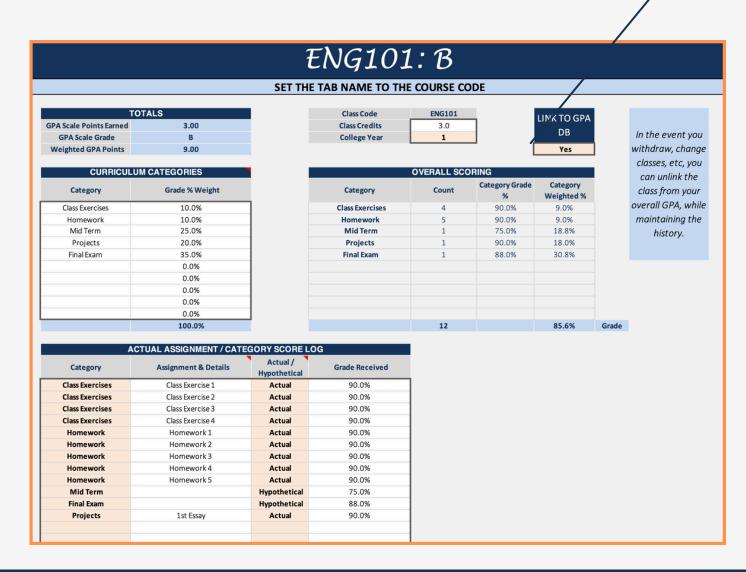
SCHOOL USING A DIFFERENT SCALE? EDIT THIS ONE!

GPA 4.0 GRADE SCALE				
Grade	Grade Min	Grade Max	Points Earned	
A+	97.0%	100.0%	4.00	
Α	93.0%	97.0%	4.00	
A-	90.0%	93.0%	3.67	
B+	87.0%	90.0%	3.33	
В	83.0%	87.0%	3.00	
B-	80.0%	83.0%	2.67	
C+	77.0%	80.0%	2.33	
С	73.0%	77.0%	2.00	
C-	70.0%	73.0%	1.67	
D+	67.0%	70.0%	1.33	
D	63.0%	63.0% 67.0%		
D-	60.0%	63.0% 0.67		
F	0.0%	60.0%	0.00	

9 - COURSE LINKS

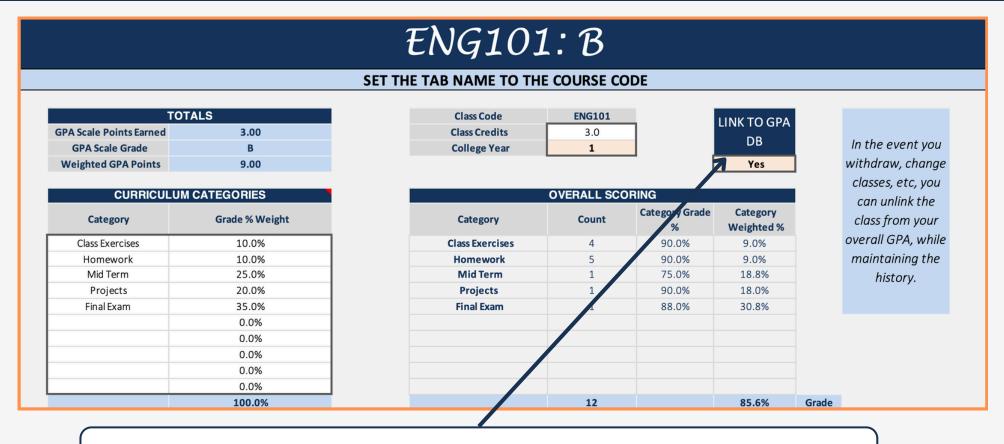


TURN ON YOUR **COURSE LINKS** FOR THE CLASSES THAT ARE POPULATED AND READY.



10 - COURSE LINKS





THIS ALLOWS YOU TO EASILY ADD OR REMOVE COURSES FROM YOUR GPA DASHBOARD.

ADDS FLEXIBILITY AS YOU MOVE THROUGH YOUR DEGREE.

11 - COURSE LINKS



WHAT MAKES OUR LINKING FEATURE SO VALUABLE?

ADAPT TO SEMESTER CHANGES

> KEEP ALL COURSE HISTORY

PLUG IN FUTURE
COURSES AND SEE
GPA IMPACTS FROM
HYPOTHETICAL
SCORES

WITH OUR DASHBOARD, YOU CAN BE MORE STRATEGIC WITH YOUR DEGREE.

- KNOW WHAT COURSES NEED THE MOST FOCUS AT MID TERMS AND FINAL EXAMS
- SEE HOW FUTURE COURSES CAN HELP/HURT YOUR OVERALL GPA
- WITHDRAW FROM A CLASS? EASILY UNLINK THE COURSE, AND KEEP THE HISTORY.

OUR DASHBOARD IS SIMPLE, INTUITIVE, & CAN HELP YOU STAY ORGANIZED AND MAKE THE MOST OUT OF CRUNCH TIME.

12 - ASSIGNMENT SUMMARY



YOU CAN CHOOSE UP TO 6 COURSES WITHIN YOUR ASSIGNMENT SUMMARY. THIS WILL ALLOW YOU TO VIEW YOUR ASSIGNMENTS AND DUE DATES SIDE BY SIDE.

SIMPLY SELECT THE COURSE FROM THE DROP DOWN MENU.

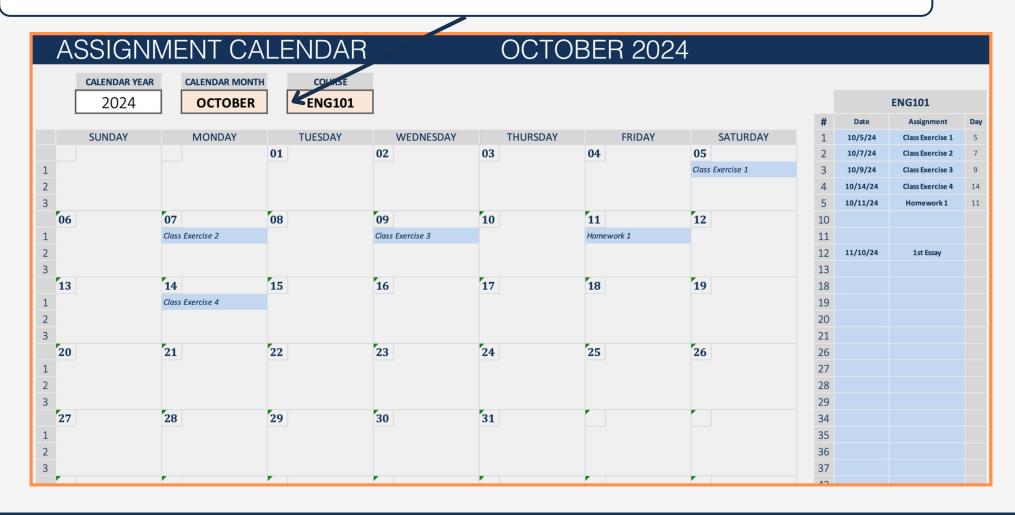
		\		CO	URSE A	ASSIGN	MEN
	SELECTION	4					
ENG	6101	ENC	G101	CAL	CALC101		
ASSIGNMENT 1	DUE DATE 1	ASSIGNMENT 2	DUE DATE 2	ASSIGNMENT 3	DUE DATE 3	ASSIGNMENT 4	DUE DAT
Class Exercise 1	10/5/24	Class Exercise 1	10/5/24	Update Course Tab	Update Course Tab	Add New CourseTab	Add New Cou
Class Exercise 2	10/7/24	Class Exercise 2	10/7/24	Update Course Tab	Update Course Tab	Add New CourseTab	Add New Cou
Class Exercise 3	10/9/24	Class Exercise 3	10/9/24	Update Course Tab	Update Course Tab	Add New CourseTab	Add New Cou
Class Exercise 4	10/14/24	Class Exercise 4	10/14/24	Update Course Tab	Update Course Tab	Add New CourseTab	Add New Cou
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13 - ASSIGNMENT CALENDAR



SIMLAR TO YOUR ASSIGNMENT SUMMARY, SIMPLY SELECT AN ACTIVE COURSE YOU ARE IN, AND A MONTH, AND THE CALENDAR WILL POPULATE WITH ALL ASSIGNMENTS DUE FOR THAT COURSE IN THAT MONTH.

THE CALENDAR IS READY TO PRINT!



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