Gradelink

"Our old school management software is hard to use, but the added stress makes it fun!"

—No principal ever

Help Your School Save Time, Improve Enrollment and Fulfill Its Mission.

Connect Your Community
Keep your administrators, teachers, parents and students connected, on and off campus.

Work Anywhere
Because Gradelink is cloud-based software, all you need is internet access.

Centralize Everything
Simplify all of your grading, attendance and other administrative tasks.

Work More Efficiently
Spend less time clicking and more time doing what you do best—educating.

Keep Your Information Secure
Rest assured, knowing your data is protected and backed up daily.

Enjoy Amazing Service
Get personalized, friendly training and support—at no additional charge.

"Our budget is unlimited, so money is never an issue!"

—No school ever

Inside

Click a topic to jump to that section.

Student Records

The information you need at your fingertips.

Student Information

Managing all of your student information doesn't have to be a chore. Gradelink makes it easy to store contacts and demographic data, track enrollment status, create your own custom tags to suit your school's needs, export data to Excel, access and print dozens of reports—and so much more.

> **"Very easy to learn and use. It has all the needed parts to have a school run efficiently and accurately."**
>
> —*Mark S., Principal*

Classes

Take full control of your classes. Configure credits, grade scales, graduation requirements, titles, and more, all customized to your school's values. Set up once, then use it term after term.

Block Scheduling

Configure rotating block schedules on a weekly or bi-weekly basis, including times and locations. Insightful reports bring clarity and color to printable schedules.

Medical Data

Authorize staff to provide easy access to medical records, including immunizations, medications, medical history, and other data in the full-featured medical section.

State Reporting

Gradelink supports a growing list of state reports so your school can have a best-in-class SIS experience while meeting your state's requirements.

Family Contacts

Stay informed on who's who with family contact information, shared contacts, address labels, and a family directory.

Attendance & Behavior

Keep track of everyone.

Attendance Marking and Reporting

Taking attendance is a snap. Once submitted, these records are immediately available to the school office so administrators can see who was marked absent, tardy, etc.

Choose daily attendance—featuring commenting and tracking for multiple attributes—or take attendance for each subject with optional conduct grades.

Behavior

Document disciplinary incidents and behavioral issues. See patterns and notify teachers of potential conflicts.

Preschool Sign-In

Make a great impression on parents with Preschool Sign-In. It's easy for them to check their children in and out securely on a computer, tablet, or smartphone. In an instant, administrative staff can see which students are on campus.

Use Preschool Sign-In to record attendance automatically each day. Speed up your billing process with a record of each student's time in the classroom.

Apple Academy
Student Check In/Out

Class: Miss Taylor (Preschool 2-3)
Student: Amelia Earhart - PS
Contact: Jack Earhart
Contact Initials: JE
Submit

"The staff loves how easy it is and how much time they save. We would recommend this to every school."

—Troy, Administrative Assistant

Communication & Marketing Tools
Get the word out.

By the time I tell everyone school's closed, all the snow will be melted anyway!

SmartSend Pro*
Send urgent text messages right from Gradelink to your entire school family. Record a crucial voice message for mass phone broadcast, even on landline phones. Helpful features like custom lists, scheduling, and history logs make communication even easier.

SmartSend Email
Keep your staff, your students, and their families connected with user-friendly, built-in email. Schedule emails to be sent at a specific date and time.

Custom Groups
Ever need to send an email to everyone on the soccer team quickly? Or perhaps to just your alumni? It's easy with the custom Group Creator. Simply filter recipients by type, status, class, and more. Make lists for any situation or group, and they'll be a click away.

School News & Teacher Pages
Communicate important events with the entire school using a School News page. It's the first thing students and parents see when they log in, and it can even be posted on your school's website. Keep each class informed with Teacher Pages, personalized web pages for teachers to use as announcement boards, newsletters, and class/course pages.

It's easy to add and edit content anytime, including text, pictures, and links for file downloads.
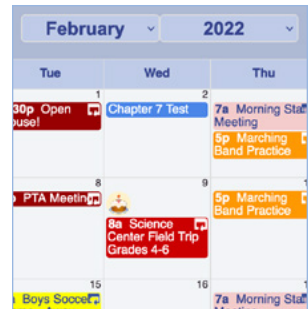
Calendars
Keep everyone in sync with integrated calendars. The faculty calendar shows events only to your staff, while the all-school calendar is visible to parents and can be embedded on your school's website. Teachers can even have class calendars, with homework assignments automatically showing on the date due.

Apple Academy

Gearing Up for 2006/07!

"Figure out our old website? Sure, I have nothing else to do."

Be Inspired. Be Determined. Be Unstoppable

Get a New Website That's Easy to Manage

A modern, appealing website is vital for sharing your school's core values, reaching prospective families, and boosting your admissions. We design websites that do all that yet are easy to maintain.

Your custom site will include:

- Your school's logo and colors.
- Photo galleries and videos you can update yourself.
- An automated scheduling app to book more tours.
- Integration with Gradelink Calendar or Google Calendar.
- Integrated online enrollment.*
- Integration with social media.
- Responsive design optimized for smart-phones and tablets.

Go to **Websites.Gradelink.com** to get three months of FREE website maintenance with your new website!

"All of these [website] improvements have saved our staff hours of paperwork and time and allowed them to focus on what really matters to us… the kids."

—*Heather G., Admissions*

*Requires our EnrollMe service, sold separately.

Online Admissions

Improve your enrollment.

Streamline Your Admissions

Cut hours of paperwork and improve enrollment with EnrollMe, Gradelink's online enrollment system. With EnrollMe embedded on your school's website, parents can register securely at home or on the go. Once prospective parents submit their enroll-

Enroll Here
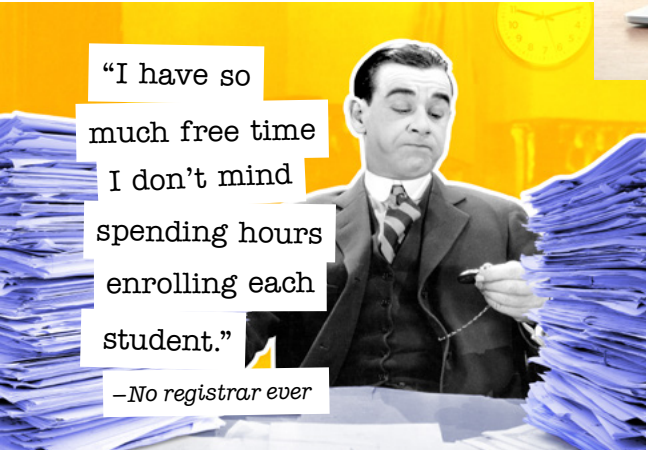
> "I have so much free time I don't mind spending hours enrolling each student."
>
> —*No registrar ever*

ment information, it appears right in Gradelink, where applicants can be reviewed and approved.

Set up a workstation in your school office, at an open house or a recruiting event, and allow eager parents to register securely on the spot.

EnrollMe is an add-on to Gradelink's standard service. Form customization services are required, and pricing varies.

▶ Get a free quote: **Gradelink.com/free-demo**

Prospective Student Form

Turn your website into a tool to collect prospects with the Prospective Student Form. As site visitors enter their information, it goes directly into your Gradelink account, making follow-up simple. Use it on your mobile device to capture leads on the go.

Integrated Teaching Tools

One comprehensive system.

Get the advantage of bringing together everything teachers need in one place. Assignments from lesson plans can be added to the gradebook. Your choice of standards integrate with the lesson plans and assignments. And customized report cards bring together traditional grades or even standards reporting at your school's preferred level of detail. It's all one complete system.

Enhance Your Teaching

Gradelink brings your tools together to bolster your teaching. Enrich assignments with attachments such as worksheets and images. Embed links to video sharing like Zoom and YouTube. Sync grades from Google Classroom to the gradebook. Open the lines of communication with built-in email, alerts, messaging, teacher web pages, and school news pages.

Standards
(optional)

For teachers and administrators that need to incorporate standards, it's easy to see which ones have been covered to close any gaps in the curriculum. Teachers simply link applicable standards to assignments to monitor how well students and classes are performing in a given set of standards, including category or sub-category averages.

Whether your school teaches to Common Core State Standards (CCSS), Next Generation Science, or your own state or local diocese/district standards, Gradelink can accommodate your needs. Custom standards specific to your school can also be configured. We make it easy.
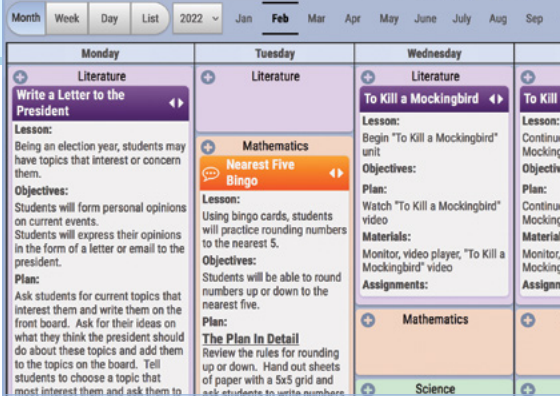
Lesson Plans

Prepare complete lesson plans right in Gradelink. Add assignments and homework, which can be included in the GradeSheet. Standards are fully integrated.

Each fully customizable plan section can be labeled and includes a rich text editor for top-notch formatting.

Intuitive functions make planning a breeze. Copy and paste lessons, move them forward or backward, or extend them across multiple days. Drag and drop lessons between days. Set up weekly schedules. View the calendar by month, week, or day. Design reusable templates and even share them with other teachers.

Teacher Gradebooks

The GradeSheet combines the look and feel of a traditional gradebook with the advantages of instantly calculating final grades and displaying points, letters, or percentage grades with a simple click. Customizable grade codes allow easy marking of assignments as absent, excused, late, or any other preferred term.

Assignment Comments

Teachers can leave helpful feedback on assignments for students and their parents to read when they log in.

Google Classroom

Google Classroom Integration
Save countless hours by syncing assignment and quiz grades from Google Classroom to your gradebook.

Assignment Collections
Never retype an assignment again! Instead, save homework and projects for reuse, complete with descriptions, file attachments, stan-

1. Alerts for Birthdays, Discipline and Absences
2. Lowest Grade Dropped
3. Customizable Grade Codes
4. Extra Credit
5. Nongraded Assignments
6. Class and Projected Grades

dards, and more. Teachers can even share assignments with each other.
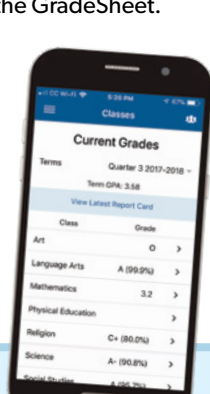
Custom Grade Scales
Mix and match virtually any grading scale for any class, whether you use ABC or 123.

Access
Teachers can be granted access to detailed profile info, including medical notes, as well as view and enter discipline incidents. Conveniently accessible from the GradeSheet.

Mobile App
Parents and students can see assignments, grades, and more with the free Parent/Student App.

ments, attendance, behavior, work habits, and much more. Even include your school's logo or watermark. Standards-based report cards can display averages for standard categories, subcategories, or individual standards.

When it's time to run report cards, print them directly in Gradelink or publish them online for parents and students to see.

Report Cards

Choose from several customizable report card styles to fit your needs. Get a tailored report card with support for custom classes and grade scales, numbered and term com-

Transcripts

Transcripts get updated automatically when teachers conclude classes for the term. Formatted and ready for printing, they are easy for administrators to update as needed. Your school's graduation requirements can be displayed to show earned and remaining units for each student.
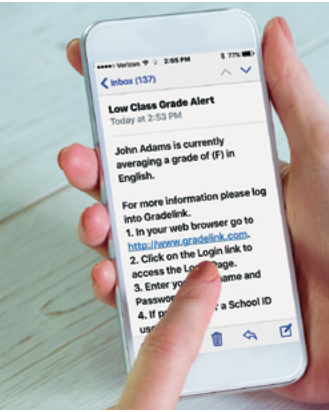
▶ See the advantage of using one comprehensive system in a demo video: **Gradelink.com/free-demo**

Students & Parents

Keep parents informed.

Parent/Student Access

Keep parents involved in their child's academic progress with easy access to grades, due dates, upcoming assignments, and links to important files to download.

Auto Grade Monitoring

Help busy parents stay updated on their child's academic development with email alerts. They can opt for notices when their child either excels or underachieves in a class.

Attendance

Parents can monitor attendance and conduct daily and get instant email alerts for noted absences, tardies, or other marks.

Mobile App

Parents and students get access to full academic and attendance information with the free mobile app optimized for iPhones, iPads, and Android devices.

- Get alerts for grades and attendance.
- View class and assignment grades, attendance, upcoming homework, school news, teacher comments, enter and track service hours, and more.

Download on the App Store

GET IT ON Google Play
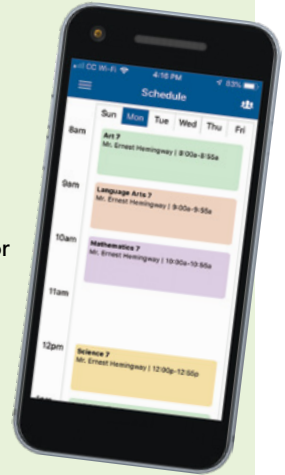
"It has allowed parents to have a clearer picture of what is going on with their child's progress."

—Joanne K., Dean of Students

Multiple Language Options

All Gradelink users—admins, teachers, parents, and students—can set their default language to English, Spanish, or Chinese.

Homework and Late Work

When teachers add assignments to Gradelink's lesson planner and gradebook, parents and students will always know their grades, what's due, and any late or incomplete work.

Behavior

With discipline email alerts, parents can be notified automatically of behavioral or disciplinary incidents, including dates, locations, and disciplinary actions taken.

Separate Logins

Gradelink provides separate logins for split families and individual student accounts.

View and Pay Bills

Save time and money on postage by posting statements online for parents' easy access. Add Payment Processing and parents can pay those invoices right online (see page 14).

"Kids love glitter," they said. "It'll be fun!" they said.

Volunteer & Service Hours

It's easy for parents to submit volunteer or community service hours info right in Gradelink and in the Student/Parent mobile app. Administrators can track total hours submitted and remaining by student or family, and approve submitted entries.

Districts & Dioceses

See the big picture.

District & Diocesan Gateway

Superintendents get a district/diocesan gateway with on-demand access to powerful reports, including demographics, academic performance, attendance, and student data from any school in the district or diocese. Run reports for the entire district, diocese, or specific sub-groups configured by district/diocese staff. Custom development is also available to suit your particular needs.

District and diocese admins can email five different built-in groups directly through their district portal. Reaching groups like staff, parents, new enrollees, and more just got a whole lot easier.

> **"Gradelink has made the management of our school records simple and efficient! In addition, the support team at Gradelink is accommodating and responds quickly."**
>
> —*Debbie, Academic Guidance Counselor*

▶ Get an instant quote at
Gradelink.com/free-demo

Total Schools		22
Total Student Count		5150
Average Student Count		234.1

Student Count By Grade Level

Grade	Student Count	
PS	204	4.0%
PK	324	6.3%
K	501	9.7%
1	513	10.0%
2	525	10.2%
3	499	9.7%
4	489	9.5%
5	530	10.3%
6	560	10.9%
7	502	9.7%
8	498	9.7%
20	5	.1%

Student Count by school

St. Mary Academy		354
St. Paul School		263

Grade Level	Student Count	
PK	20	7.60%
K	23	8.75%
1	23	8.75%
2	31	11.79%
3	17	6.46%
4	33	12.55%
5	29	11.03%
6	34	12.93%
7	29	11.03%
8	24	9.13%

St. Teresa Academy		202
Our Lady of Mercy School		197
St. Joan of Arc Academy		194

Tuition & Lunch Billing

Built-in financial power tools.

Make managing school finances easier with built-in tools like tuition and billing management, invoicing, donor tracking, student and family statements, and childcare expense reports.
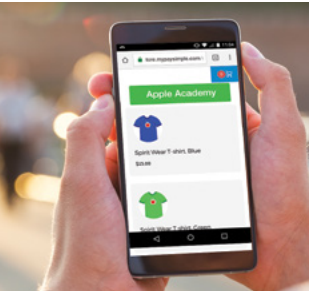
Online Stores and Fundraising

PaySimple forms create an effortless shopping experience with customizable shopping carts, allowing shoppers to click and buy from their smartphone or computer. Set up an online store to sell spirit wear and gift shop items or collect funds for fundraisers and events.

Aging Reports

Use the Aging Report to quickly list, search and sort through outstanding or credit balances, including overdue balances in 30, 60, and 90+ day intervals.

Statements and Reporting

Robust reports are available to administrators, including account balances, receipts, lunch billing, and family statements. Post student or family billing statements online for immediate download.

"Give up the endless amounts of paperwork? I don't think so!"

—*No one ever*
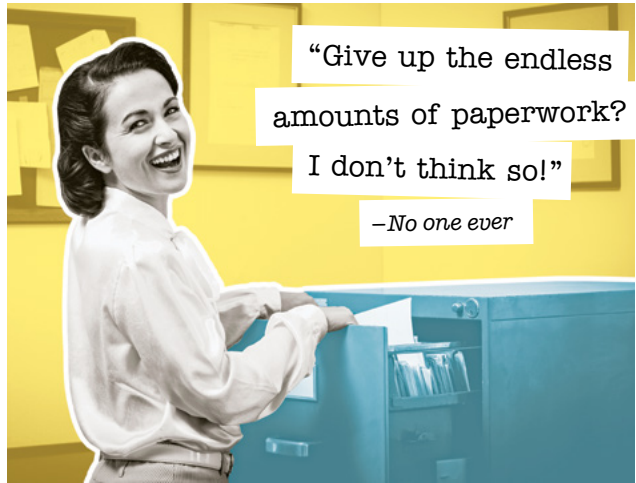
Payment Processing
Secure and affordable.

Get integrated payment processing at competitive rates. Put a payment button in front of parents to let them pay any outstanding balances on demand. Collect registration fees by integrating Payments with EnrollMe*, Gradelink's online enrollment tool (see page 8). Fully automated recurring billing is also available. Contact Gradelink for more info today.

- Process all major credit cards at very low rates.

- Process ACH (bank account) debits for a low, flat fee.

- Collect payments from parents directly in Gradelink.

- Set up automatic recurring tuition payments online.

- Integrates with EnrollMe* to collect fees during enrollment.

PaySimple

We've partnered with PaySimple, an established leader in payment processing, to offer Gradelink users exclusive pricing. With no long-term contracts and a simple setup process, switching to Gradelink Payments is easy. Call today to learn more.

Powered by **PaySimple**

AutoPay

Recurring tuition billing is easy to automate in Gradelink. AutoPay uses plain language to make it simple to configure a set number of payments spread out over a given period using any of your accepted payment methods. Plus, get notified if a payment has failed.

Add Convenience Fees

With Gradelink Payments, you can have convenience fees applied to parent payments automatically.

Customer Support
At your service.

When you need help or just have a question, the last thing you want to do is sit on hold forever or wait indefinitely for an email response—and then have to pay extra for the support on top of that.

With Gradelink, schools can reach their personal Customer Care Rep by phone during office hours or get same-day email support when they need it—even in Spanish or Chinese.

They also have unlimited access to the online help site, filled with articles, screenshots, and videos on everything from attendance to standards-based grading. And it's all included at no additional cost.

"Waiting on hold for support is a great way to spend my morning!"

—Nobody ever
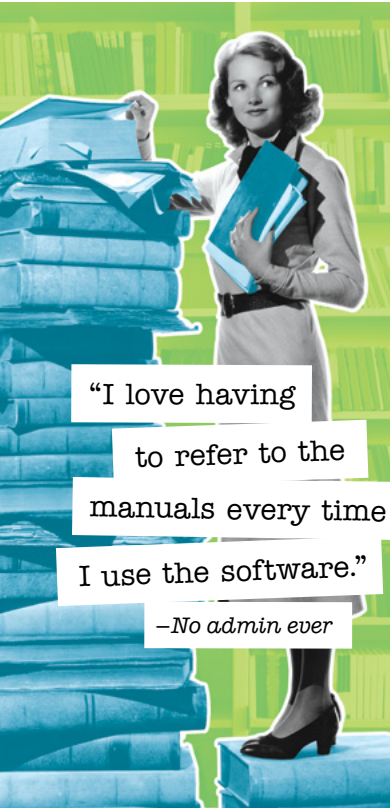
"I love having to refer to the manuals every time I use the software."

—No admin ever

Getting Started
Right from the beginning, you'll enjoy the benefit of our five-star customer service. We'll a majority o the work by importing your data and custom-building your account to suit your school's specific needs, which typically takes about ten business days.

Transition Roadmap
We understand transitioning to a new school management system can feel overwhelming. We've helped over 2,000 schools make the switch and have systems in place to ensure it goes smoothly for you. You'll have a Customer Care Rep to help with onboarding, training, and support.

Training
Training is essential and is included at no additional charge. For teachers and office staff, we have a dedicated website with courses for SIS, online admissions, and website services.

For students and parents, there's a 5-minute training video in English and Spanish. There is also an introductory email with login instructions and links to the free mobile app.

We're Here for You
When you're ready, we're here to walk you through every step to ensure your success. We look forward to helping your school save time, improve enrollment and fulfill its mission.

Watch a Demo, Get a Quote, and a Trial Account!

It's Easy and It's *Free!*

1. To get started, go to **Gradelink.com/free-demo**, watch a demo video, and get an instant quote.

2. When you're ready, we'll setup your custom account and train your staff.

3. Rest assured as we back you up with top-rated personalized support.

Questions? We're here to help at 800-742-3083!

"We Love It!"
Hard work pays off.

We are honored to continually receive so much positive feedback from our schools and their communities. They've ranked Gradelink as one of the highest-rated student information systems on the market. Plus, multiple software review websites and business organizations have presented Gradelink with awards and accolades.

Gradelink

26741 Portola Pkwy
#1E-649
Foothill Ranch, CA 92610

Integrations

Gradelink works well with others.

School

Synchronize students, staff and classes configured in Gradelink with Apple School Manager, used in conjunction with Mobile Device Manager (MDM) platforms.

ClassLink

ClassLink* integration syncs class rosters from Gradelink to all your favorite digital learning resources securely and keeps them updated automatically.

Clever

Synchronize students, staff, and classes configured in Gradelink. Clever* makes it easy to share student info with providers such as LMSs, curriculum providers, content providers, and learning apps.

FACTS

With FACTS Tuition Management integration, parents can easily and securely access their FACTS accounts from Gradelink with just one click.

Google Classroom

Save countless hours by syncing assignment and quiz grades from Google Classroom to your Gradelink gradebook.

Microsoft

Microsoft Office 365 with School Data Sync reads student and class info from Gradelink and creates classes and groups for Microsoft Teams, Intune for Education, and third-party applications.

NCEA

Catholic schools can use Gradelink to automate the creation of NCEA reports. One click lets you verify the report and make changes as necessary before exporting for submission.

PaySimple

Get integrated online payments and tuition billing right within Gradelink. Let families pay for incidentals, registration and even tuition easily without the hassle of paper.

State Integrations

Wisconsin DPI WISEdata Certified Vendor

ed-fi ALLIANCE *

Michigan State *
Early Roster Report

Indiana DEPARTMENT OF EDUCATION   DATA EXCHANGE *

GEORGIA STATE HOPE SCHOLARSHIP   XAP *

schoology

Schoology* integration automatically synchronizes students, staff and classes configured in Gradelink with Schoology, saving the effort of manual entry or imports.

RENAISSANCE

Automatically synchronize students, staff and classes configured in Gradelink with Renaissance* products including Accelerated Reader, Accelerated Math and STAR Testing.

Loaded with Tools Tailored to Your Needs

Standard Features

Award-Winning Support
Unlimited Phone & Email Support
Unlimited Access to Gradelink's Help Website
Training for All Staff Members
Automatic Feature Updates

Administrator Reports*
Address Labels
Birthday List
Classes by Attendance
Classes by Average Grade
Family Directory
IEP Tracking
Lunch Reporting
Security Activity Log
Staff Roster
Standards Met by Teacher Report
Volunteer Service Hours Tracking

Attendance
Advance Holiday Scheduling
Attendance per Class Report
Attendance Register
Class Attendance & Conduct
Custom Attendance Report
Daily Attendance
Detailed Attendance Report
Extended Care
Preschool Sign-in
Student Roster/Data Export
Total School Attendance

Classes & Scheduling
Block Scheduling
Class Calendars
Concurrent Mixed Terms (Quarters/Trimesters/etc.)
Create & Manage Classes
Custom Class Types
Custom Grade Scales
Manage Grade Scales
Simple & Advanced Teacher Schedules
Standards Per Class
Student Scheduling

Communication
Email Blast (SmartSend)
Group Builder (SmartSend)
Prospective Student Form
School Calendar
School News/Announcements
School Web Pages
Teacher Web Pages

Discipline
Discipline Email Alerts
Discipline Records
Enter/Track Discipline

IT/General
100% Web-Based
Data Backed Up Daily
Graphics/School Logo Integration
iOS & Android Mobile Support
Login History
Secure SSL Login
Staff Permissions
Works in Chinese and Spanish
Works with Mac & Windows

Medical Records
Allergies
Immunizations
Insurance Information
Medical History
Medications
Reports

Report Cards
Comprehensive Reports
Conduct Reports
Customizable Report Cards
Deficiency Reports
Progress Reports
Standards-Based Report Cards

Staff Accounts
Credentials
Employment Status
Full-featured Contact Info
Pay Grade
Set Access Levels
Set Notifications

Standards
Individual, Class & Teacher Metrics
Lesson Plan Standards Coverage
Standards-Based Grading
Standards Met Reporting

Student Information
Demographic Management
Ed-Fi Certified
Manage Student Records
School Averages Report
Student Ethnicity Reporting
Student Photos

Student/Parent Access
Auto Attendance Monitoring via Email
Auto Grade Monitoring via Email
Download File Attachments
Multi-class View
Parent Login
Student Login
Student/Parent App
Transcript Information
View Attendance & Conduct
View Current Assignments
View Current Grades
View School & Class Calendars
View Student Schedule
View Upcoming Assignments

Compatibility:

Mac | Windows 11 | Safari | Firefox | Chrome | Edge

Student/Parent App:

Download on the App Store | GET IT ON Google Play | available at amazon appstore

*See more reports on gradelink.com/features

Teacher GradeBooks
Access from Home or School
Annual Cumulative Grades
Assignment Collections
Assignment Type Weighting
Attach Files to Assignments
Auto-drop Lowest Grade
Class Effort & Citizenship
Copy Assignments
Create Preset Comments
Curves/Grade Boost
Custom Comments
Custom Grade Codes
Enter Info Once – No Uploading
Extra Credit
GPA/Scores Report (Honor Roll)
Incomplete Assignments Report
Lesson Plans
Letter, Points, Percentage
Low Grade Highlighting
Multi-class View
Projected Semester Grade
Semester, Yearly Averages
Sports Eligibility Reports
Team Teaching/Grading
Track Homework, Tests,
    Projects, Quizzes, & More
Transcripts
Transcript Folder Labels
Unified Gradebooks (Log In
    Once For All Subjects)

Tuition & Billing
Accounts Receivable
Add Convenience Fees
Aging Report
Billing Statements
Incidental Billing

Integrations
Apple School Manager
FACTS Tuition
Google Classroom
Microsoft School Data Sync
NCEA Reporting

Premium Services

Districts & Dioceses
Age by Grade Level
Average Grades
Count by Grade Level
District Email Blast
Gender & Ethnicity
View All Student Info

EnrollMe
Online Enrollment/Admissions

Premium Integrations
ClassLink
Clever
Georgia HOPE Scholarship
Indiana Data Exchange
Michigan State Early
    Roster Report
Renaissance RDI
Schoology
Wisconsin WISEdata

Payment Processing
Automatic Payments
Pay on Demand
PaySimple

SmartSend Pro
Text Alerts & Voice Messaging
Schedule Blast

Website Design
Tailored for Your School
Easy to Update
Responsive Design

"What? Give up my old school management system?"