



## Export to Verify GPA and Added Value

In the correct **term** at the top, **select your students**, then from **Functions** drop down select **Quick Export**:

schoolID

ID

lastfirst

\*gpa

\*Current\_GPA

\*credit\_hours

\*GPA\_addedValue

grade\_level

Submit and Save to your desktop. From your desktop right click and select to Open with Excel.