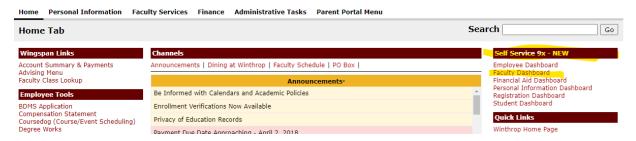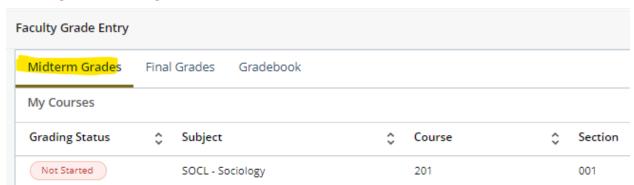# Interim Grading in Banner 9 Wingspan

- Login to Wingspan
- Click on Faculty Dashboard on the right-hand side under the Self Service 9x area:

- Click on Grade Entry

- Click on the course you wish to grade. If you do not see your current courses, type 2024 in the search bar and your most recent classes will display.

- Enter grades, absences, and comments for students in each course. Do NOT use the incomplete grades (IF, ID, IC, IB, IU) as this does not reflect student progress.

- Note grade choices of UU (unearned U) and UF (unearned F) for students not attending*