Transfer Grades from Sakai

Quick Guide for Grade Transfer

1. In DukeHub, select the Sakai Connect tab on the Faculty homepage.

2. Select the Get Sakai ID icon for the appropriate course.

3. Click the Transfer Grades icon for the course to import grades from Sakai to the DukeHub grade roster.

4. Select the Grade Roster to review the transferred grades and enter any missing grades.

5. Submit the partial or final grade roster.

6. Review the Grading Status to confirm submission status.