

TOPIC: Grading (Midterm and Final) 5/2026

Included in this document:

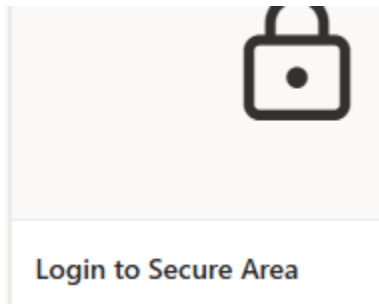
Part A: How to login to CyberFriar

PART B: How to access midsemester or final grading

PART C: Troubleshooting

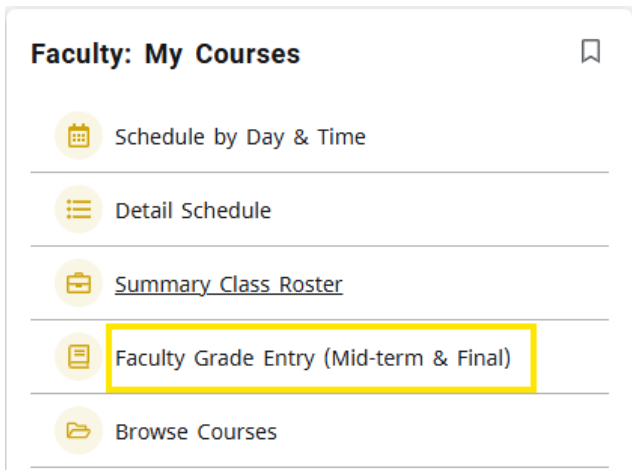
Part A: How to login to CyberFriar

1. Log into [Cyberfriar](#) by clicking on Login to Secure Area

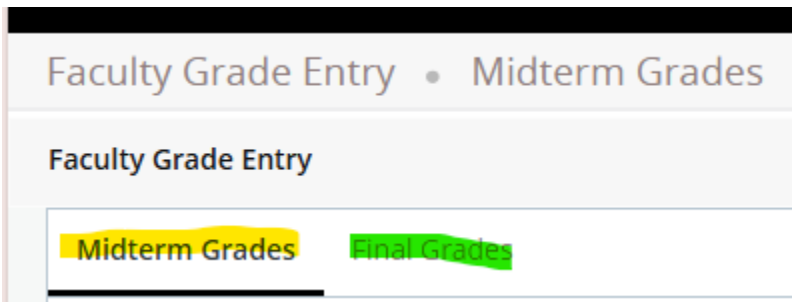


PART B: How to access midsemester or final grading

1. Click on the Faculty: My Courses Card
2. Then click on Faculty Grade Entry (Mid-term and Final)



3. Click on the Midterm Grades tab (highlighted in yellow in the screenshot below)



4. Select the course you would like to grade, by clicking on not started and the roster will appear

Midterm Grades		Final Grades		
My Courses				
Grading Status	⌵	Rolled	⌵	Subject
Not Started		Not Started		ACC - Accountancy
Not Started		Not Started		ECN - Economics

5. Select a letter grade from the drop down menu (highlighted in yellow in the screenshot below)
a. NOTE: Incomplete is not a valid option during midterm grading

Enter Grades								
Full Name	⌵	ID	⌵	Midterm Grade	⌵	Last Attend Date	⌵	Hours Attended
William J.								

PART C: Troubleshooting

