Entering Grades on CSI Connect
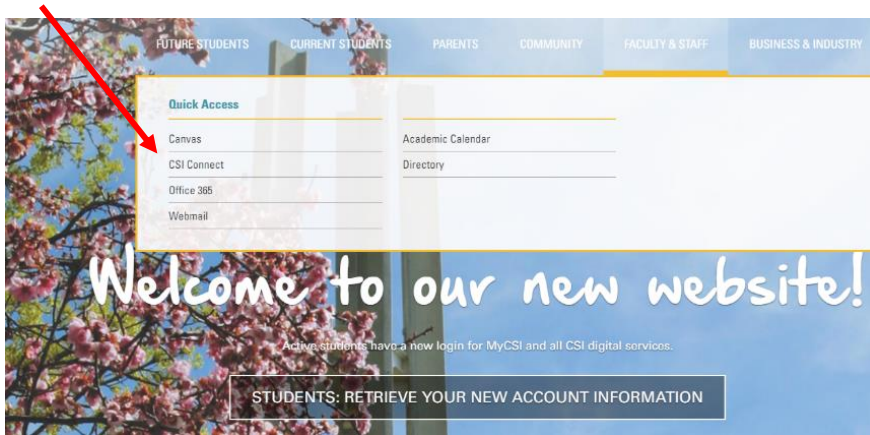
To access the employee portal, you can either visit connect.csi.edu or, from the main CSI webpage, hover over Faculty & Staff and scroll to the CSI Connect link.


If you haven't logged into CSI's system in your current browser session, you'll get a Microsoft Login screen to choose which account you want to use. CSI dual credit instructors will still use the same login information to access CSI Connect and in most cases the login should be the first initial of the first name and the full last name. If you're unable to login to CSI Connect, please visit https://pwm.csi.edu/pwm/private/Login to reset your CSI password.
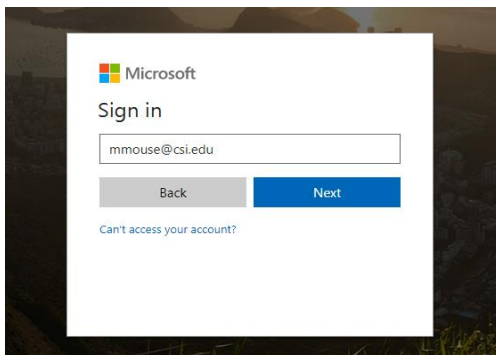
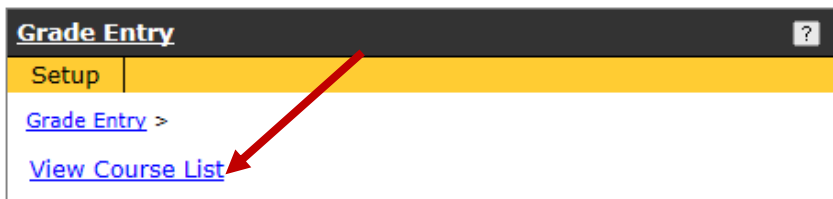The Microsoft Login screen will transition to the CSI Connect screen…

Once you are logged in to the CSI Connect Portal, hover over the Faculty tab at the top of the screen and choose "Faculty Dashboard".
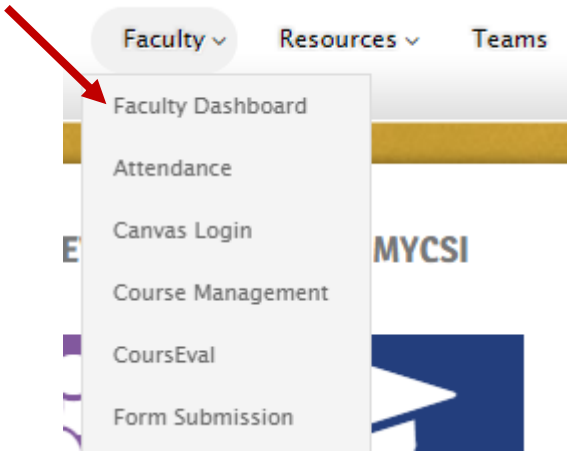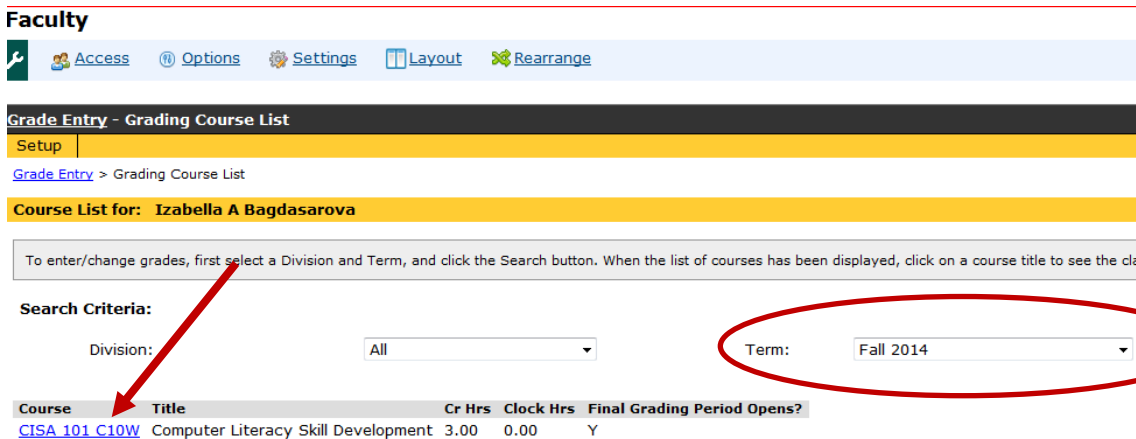
From the Faculty Dashboard page, click the Course Management Button/icon.

In the Grade Entry module, click on View Course List.

Change term to the correct semester, if necessary, and click on the course link. (For example, you may need to change the term if your class is yearlong, the students registered in the fall, and you are now submitting grades in May or June.)

On the next screen, click the drop-down box next to the student's name and select the grade

FERPA Restr.	Student	ID	Grad?	Final Grade	Grading Type	Last Date of Attendance
	Bonnie Michelle			Select... ▼ Select... A B C D F I		
	Juliette					
	Patrick L		W			9/9/2014
	Megan					
	an, Amber Dawn			Select... ▼		

Click Save at the bottom of the page.

Save   Cancel