Degree Grade Roster
Navigation: Faculty Tab > Grade Roster Tab

The Degree Grade Roster indicates your courses that have degree candidates enrolled and allows you to enter grades (note – these grades are not the student’s final grade, just the lowest possible grade that the student could earn to determine if they are eligible for graduation) for the degree candidates.

Follow these steps to navigate to your Degree Grade Rosters
1. Open your web browser
2. Go to http://www.unl.edu
3. Hover over the Current Student section found on the red banner across the top
4. Scroll down and click on the MyRED link
5. Enter your NUID into the NUID field
6. Enter your password (the same password used to access Firefly)
7. Click Log In

If you do not remember your password, use this link to get help establishing a new one
When you log onto MyRED, if you are not automatically on the Faculty tab, you can access it by hovering over the person icon on the upper right-hand side of your Home Page.

8. Click on the Grade Roster tab
9. If there are any degree candidates enrolled in your course, a Degree Grade Roster will be generated and show in the **Degree Grades** column with the status of **Grade Input Allowed**

![Degree Grade Roster with Grade Input Allowed]
10. A box will open within your browser showing the **Degree Grade Roster**

2. Once grades are entered for all degree candidates, change approval status in the drop-down box to Approved and click Save. (Note: both Save buttons function the same)

1. Select a grade from the drop-down box for each student

11. After entering Degree Grades, changing Approval Status to “Approved”, and saving, close the box that had opened in the browser to return to the **Grade Roster** tab. Notice the roster status has changed from **Grade Input Allowed** to **Approved**.

UNL MyRED Portal

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**Additional Information**

*In order to make any changes to Degree Grades after you have entered them, you must contact Graduation Services at (402) 472-3636.*

**Helpful information within the Degree Grade Roster**

The **View All** function allows you to see all students enrolled in the course on one page.

The **Download** function allows you to download this table into a spreadsheet for easy manipulation or filing.

The **Printer Friendly Version** allows you to print a streamlined version of the grade roster without the extra tabs and buttons that appear on the screen.