

# How to Link Schoology to Skyward Gradebook

1. Navigate to the Schoology course that corresponds to the course you've configured in Skyward.
2. Click the Schoology Skyward app on the left side of your course.
3. Click **Configuration**.



4. Click **+Create New Schoology Category** from the drop-down menu to the right of the Skyward category to create new Schoology categories to sync with the categories you've created in Skyward.

Calculate average using total points: Percentage ?

Skyward Building Categories	Skyward Course Categories	Weight	Schoology Course Categories
Assignments	→ Assignments	→ <input type="text" value="80"/>	(Create New Schoology Category) ↓

Or, if you created Schoology Grading Categories ahead of time in **Grade Set Up**, select the Schoology Grading Category you would like to map to from the drop-down menu.

Skyward Building Categories	Skyward Course Categories	Weight	Schoology Course Categories
Assignments	→ Assignments	→ <input type="text" value="80"/>	Assignment ↓

Once you have mapped each of your Skyward categories to a Schoology course category, scroll to the bottom and click **Save Configuration**.



**Note:** If you are using the Skyward App in [linked sections](#), you will need to configure your categories for each section. To do this, click on the **Section** drop-down menu within the app, then select another section to toggle into the Configuration page for a different linked section.

## Syncing Graded Items

If you have the Live Sync enabled, graded items in Schoology automatically sync to your Skyward gradebook. To create and grade an item that you want to appear in both your Schoology and Skyward gradebooks, create a new item using **Add Material** on your Schoology course Materials page. In the **Create** form, align the item with a grading category that is mapped to Skyward and assign it a due date that falls within the current grading period. While grades may automatically sync from Schoology to Skyward (based on the configuration set in the Admin App), instructors can use the **Sync Grades** tab to manually sync items. Press **Sync** to the right of each item to push the Schoology assignment and its associated grades over to your Skyward gradebook.

If you notice that your overall grades in your Schoology gradebook do not match the overall grades in your Skyward gradebook, refer to this [Grade Passback Discrepancy Checklist](#).

Sync Grades		Configuration
Sync Grades ?		
Title	Last Sync Date	
 Grammar Check	Nov 2, 2015 at 10:25am	


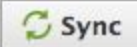
## Troubleshooting

**"When synced, this item will be given a due date in Skyward based on the last day of the grading term"**

 Identifying Landforms ?	Not yet synced
<div style="border: 1px solid gray; padding: 5px; margin: 5px auto; width: fit-content;">When synced, this item will be given a due date in Skyward based on the last day of the grading term.</div>	

This means the item you are attempting to sync has a due date that is outside of the start and end dates of the grading period for your course in Skyward, or is missing a due date altogether.

**"Ungraded items cannot be synced with Skyward."**

Nov 4, 2015 at 3:27pm	
<div style="border: 1px solid gray; padding: 2px;">Ungraded items cannot be synced with Skyward</div>	
Not yet synced	

This means the item you are attempting to sync is missing a grading category in Schoology, and is therefore considered "(Ungraded)" and cannot be synced. Change the grading category to one that is mapped to Skyward in order to sync the assignment to your Skyward gradebook.