

To enter a grade of Incomplete for the Fall 2005 term:

MEREDITH
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Web Advisor

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Class Name COM-225-B
Title Public Speaking
Location Oral Communication
Term Spring 2005

Instructors
Jody Hamilton-Davis

Student	ID	Grade	Expire Date	Midterm Grade	Class Level	Status	Credits	CEUs
1 Allen, Megan E.	0070559				SO	New	3.00	
2 Arthur, Kristi A.	0077531				SO	New	3.00	
3 Behm, Jennifer D.	0068045				JR	New	3.00	
4 Blomberg, Jennifer T.	0185835				FR	New	3.00	
5 Brown, Marv F.	0067096				JR	New	3.00	

Enter the student's grade of 'I' next to her name on the screen. WebAdvisor will then require you to enter a date in the Expire Date column. Please enter the last day of the next semester. For Fall 2005 incompletes the date should be May 2, 2006. Please do not enter any other date.