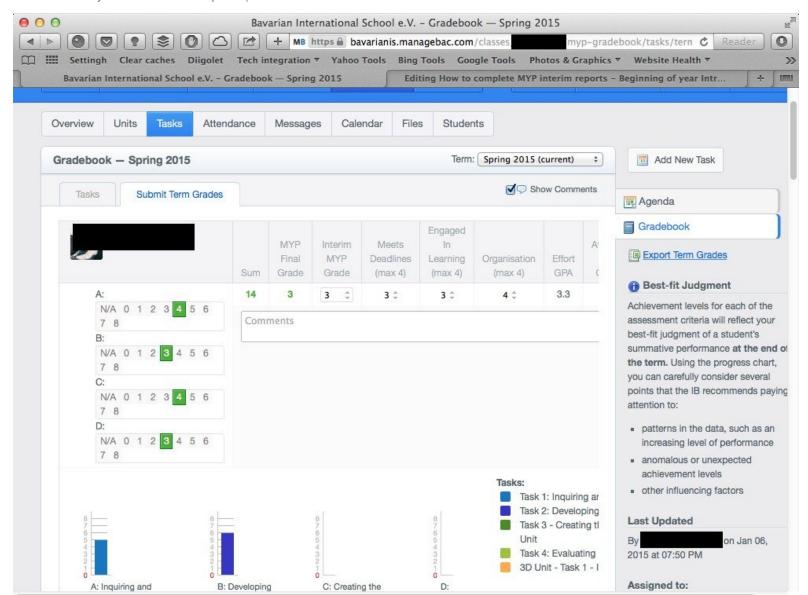
BIS Help Guides

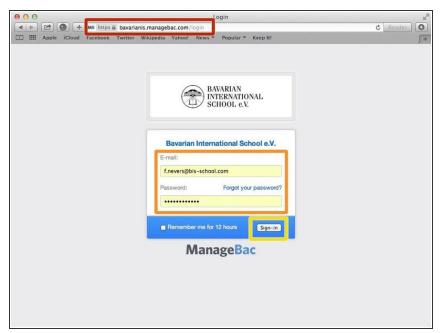
How to write your MYP interim reports (February/March)

Use this guide to learn how to inform your MYP subject reports.

Written By: BIS Edtech Team

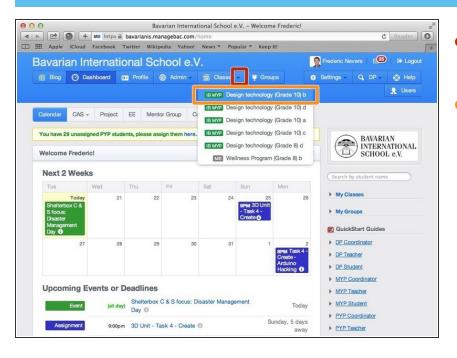


Step 1 — Visit the BIS Managebac page



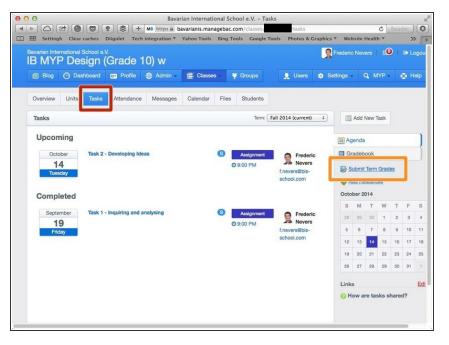
- Visithttps://bavarianis.managebac.com
- Enter your username and password
- Click on 'Sign in'
- If you cannot remember your password, please click on 'Forgot your password'.

Step 2 — Visit your class page



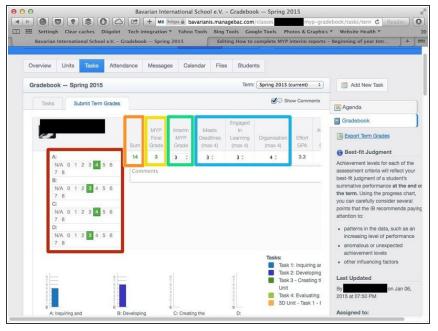
- Click on the arrow pointing down in the 'Classes' tab
- Click on the name of the class you wish to visit the page of

Step 3 — Visit the 'Submit Term Grades' page



- Click on 'Tasks'
- Click on 'Submit Term Grades'

Step 4 — Enter the students' grades



- Select the correct grades for each criterion.
- Sum is calculated automatically for your reference
- This grade is calculated if all criteria have been assessed
- Duplicate the grade from the 'MYP Final Grade' column. You must use the same grade.
- Fill in the effort report grades
- ♠ Should you have any issues filling in the report, please contact the MYP coordinator directly.