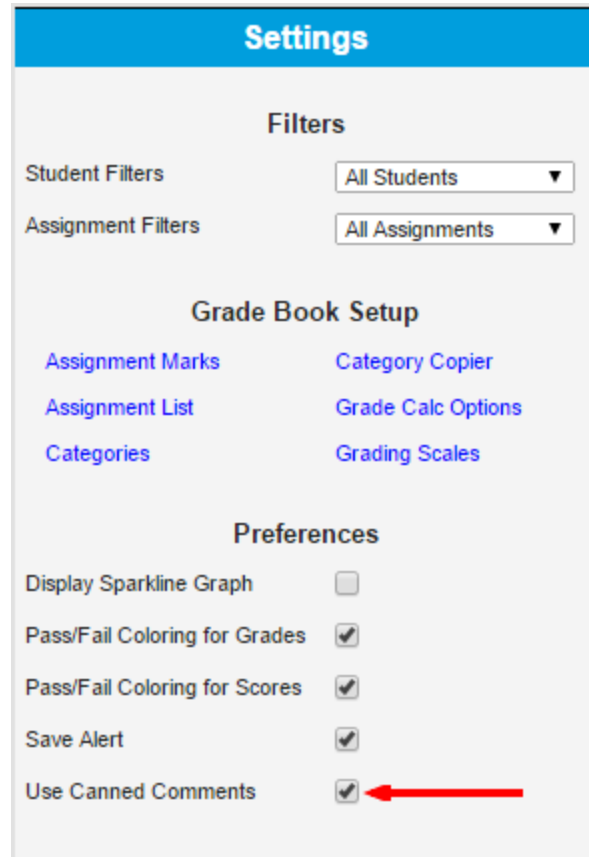




# Infinite Campus - Enable Canned Comments

## Step 4 - Check the Box for Use Canned Comments



The screenshot shows the 'Settings' page in Infinite Campus. It is divided into three main sections: 'Filters', 'Grade Book Setup', and 'Preferences'. The 'Filters' section has two dropdown menus: 'Student Filters' set to 'All Students' and 'Assignment Filters' set to 'All Assignments'. The 'Grade Book Setup' section contains several links: 'Assignment Marks', 'Assignment List', 'Categories', 'Category Copier', 'Grade Calc Options', and 'Grading Scales'. The 'Preferences' section has five checkboxes: 'Display Sparkline Graph' (unchecked), 'Pass/Fail Coloring for Grades' (checked), 'Pass/Fail Coloring for Scores' (checked), 'Save Alert' (checked), and 'Use Canned Comments' (checked). A red arrow points to the 'Use Canned Comments' checkbox.

Filters	
Student Filters	All Students ▼
Assignment Filters	All Assignments ▼

Grade Book Setup	
<a href="#">Assignment Marks</a>	<a href="#">Category Copier</a>
<a href="#">Assignment List</a>	<a href="#">Grade Calc Options</a>
<a href="#">Categories</a>	<a href="#">Grading Scales</a>

Preferences	
Display Sparkline Graph	<input type="checkbox"/>
Pass/Fail Coloring for Grades	<input checked="" type="checkbox"/>
Pass/Fail Coloring for Scores	<input checked="" type="checkbox"/>
Save Alert	<input checked="" type="checkbox"/>
Use Canned Comments	<input checked="" type="checkbox"/>

## Step 5 - REPEAT STEPS 2-4 FOR EACH SECTION