

How to Manage the Grade Center

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Planning Committee & Presenter Declarations

There are **no relevant personal or financial relationships** with any commercial interests pertaining to this activity.



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Learning Objectives

Participants will be able to...

- Grade Discussions and Assignments
- Use the new Bb Annotate Tool
- Review and Grade Tests
- Set up a New Columns
- Create and Set Categories
- Review your Grade Center Points
- Review and Reorganize your Grade Center Columns
- Setup a Smart View
- Understand what a Student Sees – My Grades



GRADE DISCUSSIONS



Access the Grade Center

- Course Management**
- ▼ **Control Panel**
- ▶ Content Collection →
- ▶ Course Tools
- ▼ **Evaluation** →
- Course Reports
- Performance Dashboard
- Retention Center
- ▼ **Grade Center** →
- Needs Grading
- Full Grade Center
- Assignments
- Tests



Find a Discussion Column

LAST NAME	FIRST NAME	
		M10 - INDIVIDUAL LESSON PLAN DISCUSSION
		5.00
		4.00
		4.00
		4.00
		3.50
		3.50
		4.00
		3.00
		3.50
		3.50



Progress Indicators

LAST NAME	FIRST NAME	M10 - INDIVIDUAL LESSON PLAN DISCUSSION
[Redacted]		5.00
		4.00
		🚩 4.00
		4.00
		3.50
		3.50
		🚩 4.00
		🚩 3.00
		🕒 3.50
		🕒

🚩 Needs Grading

🕒 In Progress



Grading Options

The screenshot displays a table with columns for 'LAST NAME', 'FIRST NAME', and 'M10 - INDIVIDUAL LESSON PLAN DISCUSSION'. The table contains several rows with grades. A context menu is open over a grade of 4.00, which is highlighted with a yellow warning icon. The menu options are 'View Grade Details', 'Exempt Grade', and 'Grade User Activity'. A red arrow points to the 'Grade User Activity' option.

LAST NAME	FIRST NAME	M10 - INDIVIDUAL LESSON PLAN DISCUSSION
		5.00
		4.00
		4.00
		4.00
		3.50
		3.50
		3.50



Student's Activity

Grade Discussion Forum: [redacted]

The **Grade Forum** page for a user displays a collection of the user's posts to the Forum to assist with evaluating participation. [More Help](#)

Print Preview Filter

Sort by **Date of Last Post** Order **Descending**

Select: **All** **None**

Mark **▼**

Thread: Bertha and Eleni Thought Partnership
Post: RE: Bertha and Eleni Thought Partnership
Author: [redacted]

Posted Date: August 1, 2020 7:19 PM
Status: Published

Hello Again!

I had some more ideas today while reading for another course. Please see this version here - I am sorry for all of the changes.

This is the most up to date version (Posted, Saturday at 7:19pm) .

[EDuret Final Version for peer review.docx](#)

Reply **Quote** **Mark as Read**

Thread: Lesson Draft
Post: RE: Lesson Draft
Author: [redacted]

Posted Date: August 1, 2020 6:32 PM
Status: Published

Hello Bertha,

I think this is a great lesson! I really appreciate how this is based in language development and emphasizes how this can be done through deep dives into various content areas.

My only feedback/suggestion is to see if there is a way you can have student incorporate their own cultural identity into the conversation

Forum Statistics

< [redacted] 4) >

GRADE
7/29/20 4:01 PM **4.00 /5**

Grade by rubric

[Individual Lesson Draft & Critique](#) Used for Grading

Feedback to Learner

[redacted]

Add Notes

Cancel **Save Draft** **Submit**



Grading - Rubric

Grade Discussion Forum: [redacted]

The **Grade Forum** page for a user displays a collection of the user's posts to the Forum to assist with evaluating participation. [More Help](#)

Print Preview Filter

Sort by **Date of Last Post** Order **Descending**

Select: **All** **None**

Mark **▼**

Thread: Bertha and Eleni Thought Partnership
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Forum Statistics

GRADE 7/29/20 4:01 PM **4.00 /5**

Grade by rubric

[Individual Lesson Draft & Critique](#) Used for Grading 

Feedback to Learner

Cancel **Save Draft** **Submit**



Grade - List Rubric View

Individual Lesson Draft & Critique Used for Grading 

Show Descriptions Show Feedback

Goals & Results (20.00%)

- Novice** 0 (0.00%) points
- Competent** 0.5 (10.00%) points
- Proficient** 1 (20.00%) points

Assessments (20.00%)

- Novice** 0 (0.00%) points
- Competent** 0.5 (10.00%) points
- Proficient** 1 (20.00%) points

Activities (20.00%)

- Novice** 0 (0.00%) points
- Competent** 0.5 (10.00%) points
- Proficient** 1 (20.00%) points

Plan Details (20.00%)

- Novice** 0 (0.00%) points
- Competent** 0.5 (10.00%) points
- Proficient** 1 (20.00%) points



Grade - Full Rubric View

Rubric Detail
Select Grid View or List View to change the rubric's layout. [More Help](#)

Name: **Individual Lesson Draft & Critique** Exit Save

Grid View | List View

	Novice	Competent	Proficient
Goals & Results	<p>Points: 0 (0.00%)</p> <p>No goals or results</p>	<p>Points: 0.5 (10.00%)</p> <p>Good goals and results. Need more clarity on Blooms taxonomy for learning objectives</p>	<p>Points: 1 (20.00%)</p> <p>Excellent Goals and Results. good use of Blooms Taxonomy in writing learning objectives</p> <p>Feedback:</p> <p>abg</p>
Assessments	<p>Points: 0 (0.00%)</p> <p>Not enough information provided for assessments.</p>	<p>Points: 0.5 (10.00%)</p> <p>Good assessments. Some alignment needed between objectives and assessments.</p>	<p>Points: 1 (20.00%)</p> <p>Excellent list of assessments and details. Assessments match Blooms taxonomy objectives</p> <p>Feedback:</p> <p>abg</p>
Activities	<p>Points: 0 (0.00%)</p> <p>No detail for activities</p>	<p>Points: 0.5 (10.00%)</p> <p>Good detail on activities.</p>	<p>Points: 1 (20.00%)</p> <p>Excellent detail on activities. Activities advance learning objectives.</p> <p>Feedback:</p> <p>abg</p>
Plan Details	<p>Points: 0 (0.00%)</p> <p>No schedule for lesson</p>	<p>Points: 0.5 (10.00%)</p> <p>Good details for lesson. Needs work to complete.</p>	<p>Points: 1 (20.00%)</p> <p>Excellent plan for lesson. Details are clear.</p> <p>Feedback:</p>



Provide Feedback

Grade Discussion Forum: [redacted] t

The **Grade Forum** page for a user displays a collection of the user's posts to the Forum to assist with evaluating participation. [More Help](#)

Print Preview

Filter

The screenshot displays a forum interface with two posts and a feedback editor. The first post, titled "Bertha and Eleni Thought Partnership", was posted on August 1, 2020, at 7:19 PM. The author is [redacted] t. The post content includes a greeting and a link to a document titled "EDuret Final Version for peer review.docx". The second post, titled "Lesson Draft", was posted on August 1, 2020, at 6:32 PM. The author is [redacted] et. The feedback editor on the right shows a grade of 4.00 / 5 and a text area with the placeholder "Type feedback". A red arrow points from the text area to the "Full Editor" label.

Sort by: Date of Last Post | Order: Descending

Select: All | None

Mark

Thread: Bertha and Eleni Thought Partnership | **Posted Date:** August 1, 2020 7:19 PM
Post: [redacted] eni Thought Partnership | **Status:** Published
Author: [redacted] t

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Forum Statistics (4)

GRADE 7/29/20 4:01 PM **4.00 /5**

Grade by rubric

[Individual Lesson Draft & Critique](#) Used for Grading

Feedback to Learner

Type feedback

Cancel | Save Draft | Submit

Attachment

Full Editor



Full Editor

Audio
feedback



A screenshot of a web-based editor titled 'Feedback to Learner'. The interface includes a top toolbar with various text and formatting options such as bold, italic, paragraph, font face (Arial), and font size (3 (12pt)). Below the toolbar is a large text input area with a light blue background, containing the text 'Type feedback'. At the bottom of the editor, there is a status bar showing 'Path: p' and 'Words:20'. On the right side of the status bar, there are 'Cancel' and 'Submit' buttons.

Type feedback



Grading, No Rubric

Grade Discussion Forum: [redacted]

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Print Preview Filter

Sort by Date of Last Post Order Descending

Select: All None

Mark v

Thread: Bertha and Eleni Thought Partnership **Posted Date:** August 1, 2020 7:19 PM
Post: RE: Bertha and Eleni Thought Partnership **Status:** Published
Author: [redacted]

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Post: RE: Lesson Draft **Status:** Published
Author: [redacted]

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Forum Statistics v

[redacted]

GRADE 2.00 / 2

7/22/20 3:46 PM

Feedback to Learner

Type feedback

🔍 👍 👎 A

📝 [Add Notes](#)

Cancel Save Draft Submit





When Completed, Submit

Grade Discussion Forum: [redacted]

The **Grade Forum** page for a user displays a collection of the user's posts to the Forum to assist with evaluating participation. [More Help](#)

Print Preview Filter

Sort by **Date of Last Post** Order **Descending**

Select: **All** **None**

Mark **▼**

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Post: RE: Bertha and Eleni Thought Partnership
Author: [redacted]

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Forum Statistics

GRADE
7/29/20 4:01 PM **4.00 /5**

Grade by rubric

[Individual Lesson Draft & Critique](#) Used for Grading

Feedback to Learner

Type feedback

Submit



Click Name to Choose Next Student

Grade Discussion Forum: [Redacted]

The **Grade Forum** page for a user displays a collection of the user's posts to the Forum to assist with evaluating participation. [More Help](#)

Print Preview Filter

Sort by **Date of Last Post** Order **Descending**

Select: **All** **None**

Mark **▼**

Thread: Bertha and Eleni Thought Partnership
Post: RE: Bertha and Eleni Thought Partnership
Author: [Redacted]

Posted Date: August 1, 2020 7:19 PM
Status: Published

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Forum Statistics

< [Redacted] 4) [Redacted] >

GRADE
7/29/20 4:01 PM **4.00 /5**

Grade by rubric

[Individual Lesson Draft & Critique](#) Used for Grading

Feedback to Learner

Cancel **Save Draft** **Submit**



GRADE ASSIGNMENTS



Access the Grade Center

- Course Management**
- ▼ **Control Panel**
- ▶ Content Collection →
- ▶ Course Tools
- ▼ **Evaluation** →
- Course Reports
- Performance Dashboard
- Retention Center
- ▼ **Grade Center** →
- Needs Grading
- Full Grade Center
- Assignments
- Tests



Student's Submission

Grade Assignment: Reflection Paper

*Assign a grade and feedback for the current assignment attempt. Override the overall grade for the assignment by typing a grade in the grade field. If multiple attempts for a test have been allowed, a Student's grade is not released until all of the attempts have been graded. Click **Hide User Names** to grade attempts with user names hidden. Click **Show User Names** to display user information. [More Help](#)*

Jump to... Hide User Names Refresh

Viewing 1 of 1 gradable items

Exit

Assignment Instructions

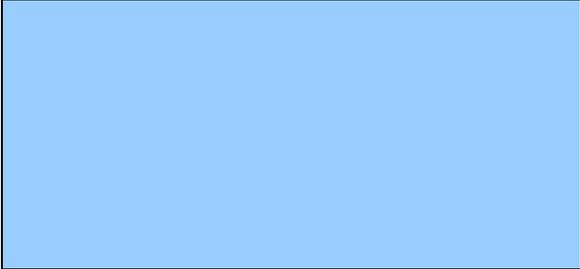
Assignment Details

GRADE
LAST GRADED ATTEMPT /10

ATTEMPT
8/2/20 10:40 AM /10

Submission
[EDE484 Final Reflection Paper JTauzel.pdf](#)

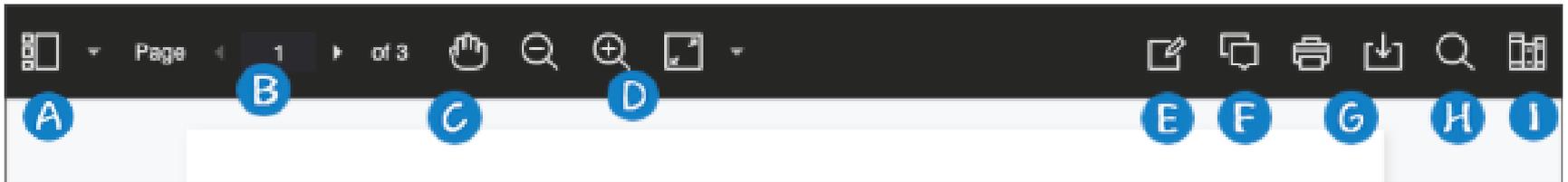
EDE484: Online Teaching & Learning



Department. Altogether, my team and I lead a system of 16 elementary schools serving students



Bb Annotate



A = Sidebar – View thumbnail, outline, annotation view

B = Pages

C = Pan

D = Zoom and Fit

E = Annotation tools

F = comment

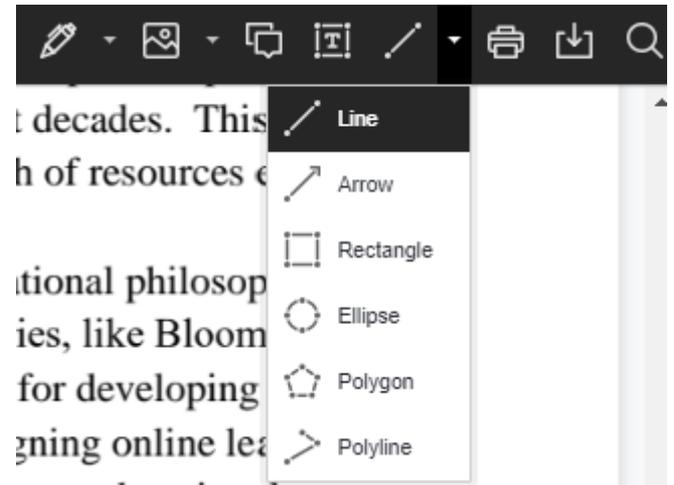
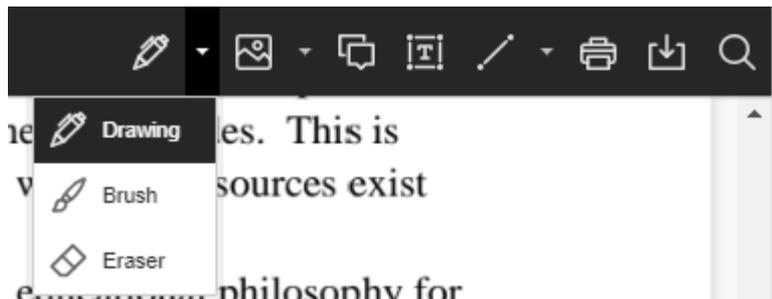
G = Print or Download

H = Search

I = Content Library



Drawing Options



Grading – Open Feedback

Grade Assignment: Reflection Paper

Assign a grade and feedback for the current assignment attempt. Override the overall grade for the assignment by typing a grade in the grade field. If multiple attempts for a test have been allowed, a Student's grade is not released until all of the attempts have been graded. Click **Hide User Names** to grade attempts with user names hidden. Click **Show User Names** to display user information. [More Help](#)

Jump to... Hide User Names Refresh

Viewing 1 of 1 gradable items

Exit

Assignment Instructions

Assignment Details

Page 1 of 6

Rich text editor toolbar

GRADE LAST GRADED ATTEMPT /10

ATTEMPT 8/2/20 10:40 AM /10

Submission

EDE484 Final Reflection Paper JTauzel.pdf

EDE484: Online Teaching & Learning



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Grading Rubrics

Assignment Details ▾

GRADE
LAST GRADED ATTEMPT /10

ATTEMPT
8/2/20 10:40 AM /10

Grade by rubric

[Reflection paper](#) Used for Grading

Feedback to Learner

A

[Add Notes](#)



Rubric – List View

Grade by rubric

[Reflection paper](#) Used for Grading 

Show Descriptions Show Feedback

Affordance of Online --

- Novice** 0 (0.00%) points
- Competent** 0.5 (5.00%) points
- Proficient** 1 (10.00%) points

Limitations --

- Novice** 0 (0.00%) points
- Competent** 0.5 (5.00%) points
- Proficient** 1 (10.00%) points

Practices --

- Novice** 0 (0.00%) points
- Competent** 0.5 (5.00%) points
- Proficient** 1 (10.00%) points

Challenges --

- Novice** 0 (0.00%) points
- Competent** 0.5 (5.00%) points
- Proficient** 1 (10.00%) points

Choices --



Rubric – Full View

Name: **Reflection paper**

Exit Save

Grid View List View

	Novice	Competent	Proficient
Affordance of Online	<input type="radio"/> Points: 0 (0.00%)	<input type="radio"/> Points: 0.5 (5.00%)	<input type="radio"/> Points: 1 (10.00%) • What do you think are the most valuable affordances of online learning, and how do you plan to capitalize on them in your future teaching?
Limitations	<input type="radio"/> Points: 0 (0.00%)	<input type="radio"/> Points: 0.5 (5.00%)	<input type="radio"/> Points: 1 (10.00%) • What do you think are the greatest limitations of online learning, and how could you minimize them if you were asked to teach an online course because your students do not live in the region?
Practices	<input type="radio"/> Points: 0 (0.00%)	<input type="radio"/> Points: 0.5 (5.00%)	<input type="radio"/> Points: 1 (10.00%) • Which types of OTL practices are you planning to use with your students, why and how?
Challenges	<input type="radio"/> Points: 0 (0.00%)	<input type="radio"/> Points: 0.5 (5.00%)	<input type="radio"/> Points: 1 (10.00%) • What do you think are the greatest challenges for you with respect to



Feedback options

The screenshot displays the 'Assignment Details' section of a learning management system. At the top, the 'GRADE' is shown as 'LAST GRADED ATTEMPT' with a score of '/10'. Below this, the 'ATTEMPT' section shows the date and time '8/2/20 10:40 AM' and a score of '/10'. The 'Grade by rubric' section includes a link to 'Reflection paper' and a 'Used for Grading' checkbox. The 'Feedback to Learner' section features a text input field with the placeholder text 'Type feedback'. Below the input field is a toolbar with icons for erasing, undo, redo, and bold text. A red arrow points from the text 'Full Editor' to this toolbar. At the bottom of the feedback section, there is an 'Add Notes' link and three buttons: 'Cancel', 'Save Draft', and 'Submit'.

Attachment

Full Editor



Full Editor

Audio
feedback

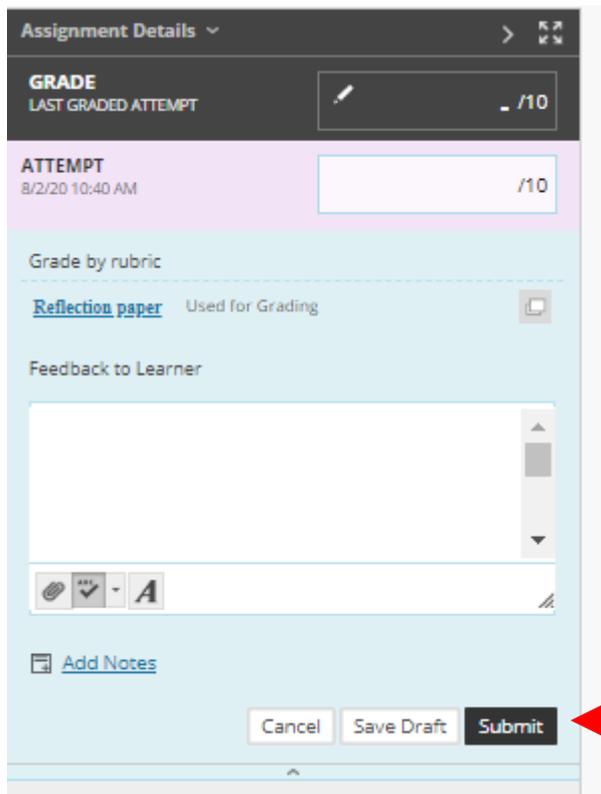


A screenshot of a web-based editor titled "Feedback to Learner". The interface includes a top toolbar with various text and formatting options such as bold, italic, paragraph, font face (Arial), and font size (3 (12pt)). Below the toolbar is a large text input area with a blue background and the text "Type feedback". At the bottom of the editor, there is a status bar showing "Path: p" and "Words:20". On the right side of the status bar, there are "Cancel" and "Submit" buttons.

Type feedback



When Done, Submit



Assignment Details ▾

GRADE
LAST GRADED ATTEMPT /10

ATTEMPT
8/2/20 10:40 AM /10

Grade by rubric

[Reflection paper](#) Used for Grading

Feedback to Learner

[Add Notes](#)

A red arrow points to the **Submit** button.



Click Arrow to Grade Next Student

Grade Assignment: Reflection Paper

Assign a grade and feedback for the current assignment attempt. Override the overall grade for the assignment by typing a grade in the grade field. If multiple attempts for a test have been allowed, a Student's grade is not released until all of the attempts have been graded. Click **Hide User Names** to grade attempts with user names hidden. Click **Show User Names** to display user information. [More Help](#)

Jump to... Hide User Names Refresh

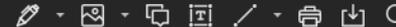
Viewing 1 of 1 gradable items



Exit

Assignment Instructions

Page 1 of 6



EDE484: Online Teaching & Learning



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Assignment Details

GRADE LAST GRADED ATTEMPT /10

ATTEMPT 8/2/20 10:40 AM /10

Submission

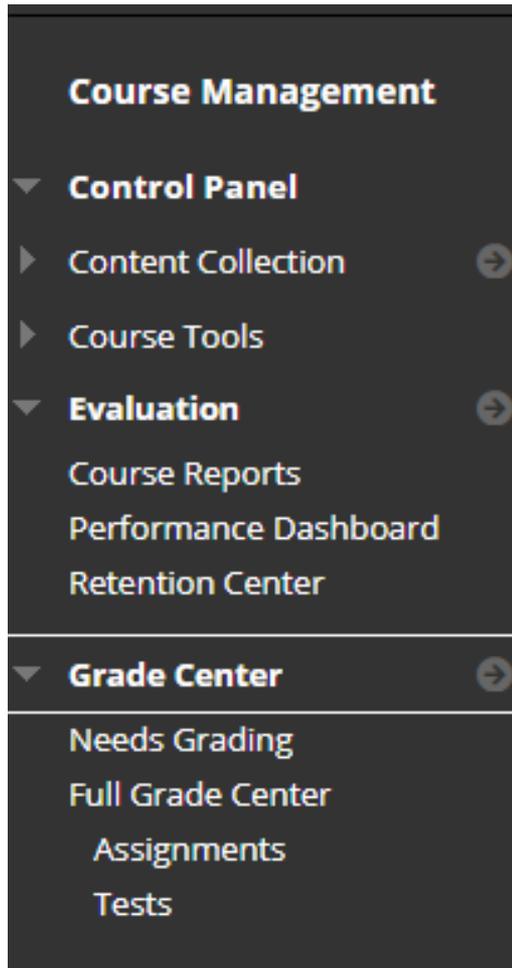
EDE484 Final Reflection Paper JTauzel.pdf



REVIEW AND GRADE TESTS



Access the Grade Center



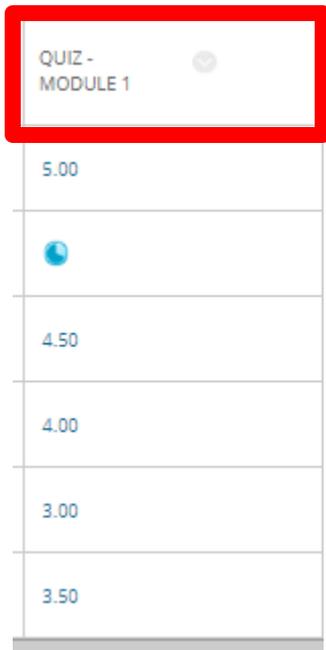
Find a Test Column

QUIZ - MODULE 1
5.00

4.50
4.00
3.00
3.50



Progress Indicators



In Progress

Needs Grading
Have Questions that need
Instructor Review Or Late
submissions



View Attempts

QUIZ - MODULE 1	QUIZ - MODULE :
5.00	--
3.50	<input type="text"/>
5.00	<ul style="list-style-type: none">View Grade DetailsQuick CommentExempt GradeAttempt 7/27/20 4.00Attempt 7/27/20 4.00Attempt 7/27/20 4.50Attempt 7/27/20 5.00
3.50	
4.00	



SET UP NEW COLUMNS

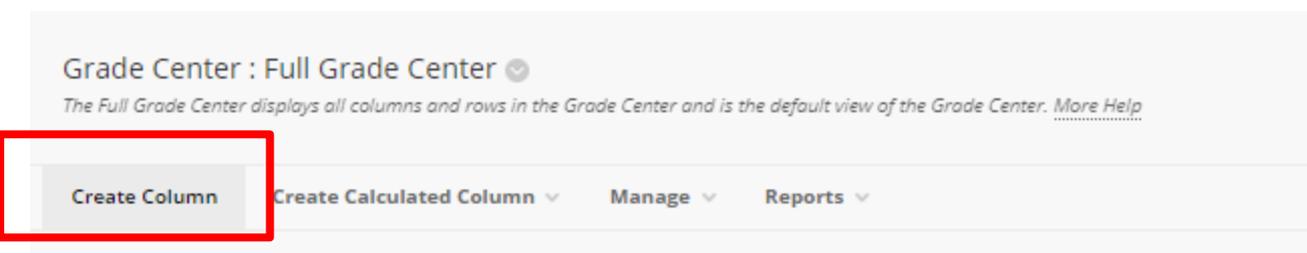


Access the Grade Center

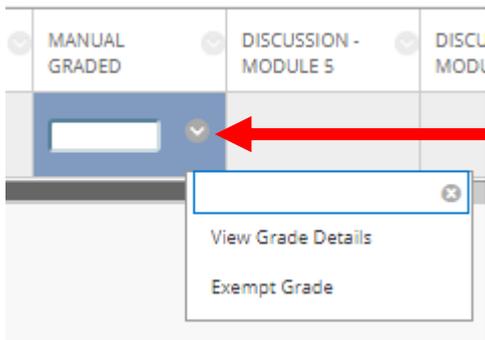
- Course Management**
- ▼ **Control Panel**
- ▶ Content Collection →
- ▶ Course Tools
- ▼ **Evaluation** →
- Course Reports
- Performance Dashboard
- Retention Center
- ▼ **Grade Center** →
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- Tests



Create Column



Use this to create a manual entry grade column



Click in the cell and type in number of points Hit enter.

or

Use View Grade Details



Grade Details

User < > Column **Manual Graded (No Category)** < >

Current Grade: - out of 10 points **Exempt**
Grade based on Last Graded Attempt
Due: None

Attempts | Manual Override | Column Details | Grade History

Current Grade Value

Feedback to Learner

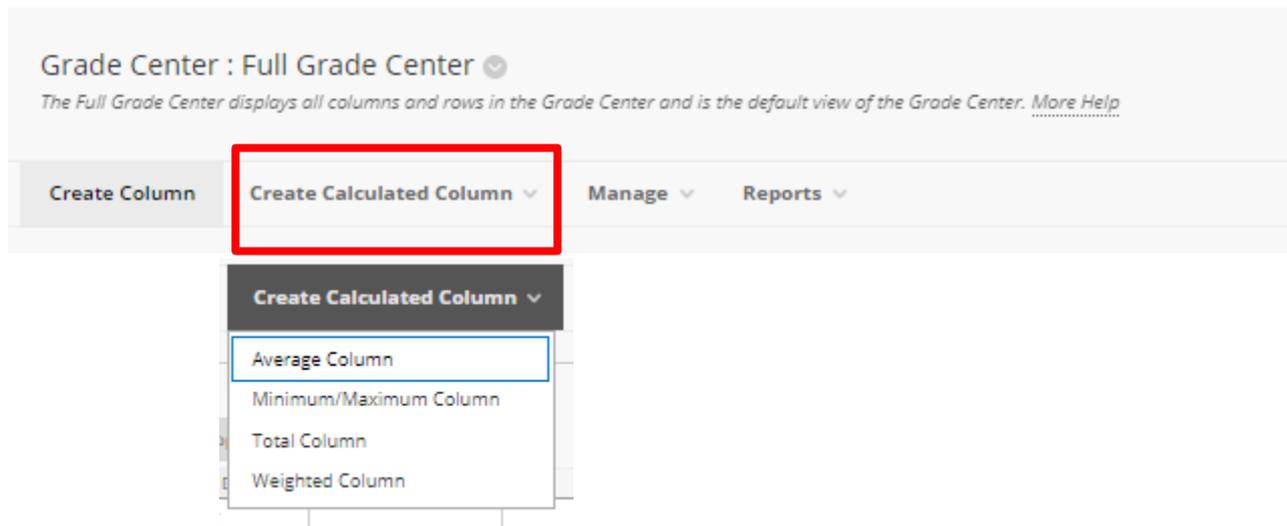
Rich text editor toolbar: Paragraph, Arial, 3 (12pt), Bold, Italic, Underline, Text Color, Background Color, Bulleted List, Numbered List, Indent, Outdent, Link, Unlink, Image, Video, Audio, Embed, Unembed, Table, Table of Contents, HTML, CSS

Feedback

Path: p



Create Calculated Column



Use this to create column that either Averages, totals, or weights graded items.



Provide Column Name

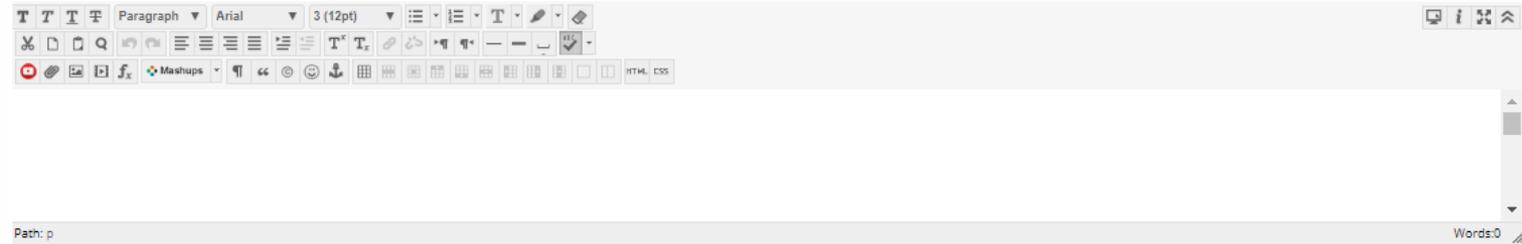
COLUMN INFORMATION

* Column Name

Grade Center Name

Displays as the column header in the Grade Center. Recommended not to exceed 15 characters.

Description



A rich text editor toolbar with various icons for text formatting, alignment, and insertion. The text area below the toolbar is currently empty. The status bar at the bottom left shows "Path: p" and the bottom right shows "Words:0".



Select How Displayed

Primary Display

Percentage ▼

Calculated grades display in this format in both the Grade Center and My Grades.

Secondary Display

None ▼

This display option is shown in the Grade Center only.

Percentage ▼

Score

Letter

Text

Percentage

Complete/Incomplete



Choose Weighting Options

SELECT COLUMNS

Select the columns and categories to include in this weighted grade and then set the weight percentages.

Include in Weighted Grade

Columns to Select:

- Weighted Total
- Total
- Quiz - Module 1
- Quiz - Module 2
- Quiz - Module 3
- Quiz - Module 4

Column Information

Categories to Select:

- Survey
- Test
- Blog
- Journal
- Self and Peer

Category Information

Selected Columns:
Enter the weight percentage for each item. Percentages should add up to 100 percent.

* % Category: Discussion

Weight Columns: Equally Proportionally

Drop Grades OR Use only the

Drop Highest Grades Lowest Value to Calculate

Drop Lowest Grades Highest Value to Calculate

* % Category: Assignment

Weight Columns: Equally Proportionally

Drop Grades OR Use only the

Drop Highest Grades Lowest Value to Calculate

Drop Lowest Grades Highest Value to Calculate

Total Weight: 0.00%

Calculate as Running Total Yes No



Column Options

OPTIONS

Select No for the first option to exclude this Grade Center column from calculations. Select I

Include this column in Grade Center calculations Yes No

Show this column to students Yes No

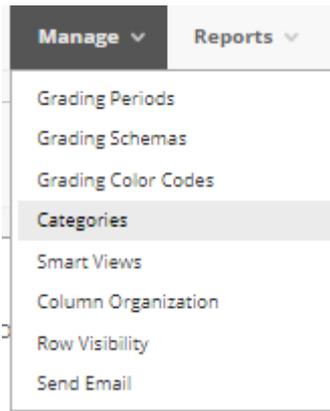
Show Statistics (average and median) for this column to Students in My Grades Yes No



CREATE CATEGORIES



Manage Categories



Create Category

Create Category

<input type="checkbox"/> TITLE ▲	DESCRIPTION	COLUMNS
<input type="checkbox"/> Assignment		
<input type="checkbox"/> Attendance ▼	This is a table showing the attributes of a collection of items.	
<input type="checkbox"/> Blog		
<input type="checkbox"/> Discussion		Discussion - Module 1, Course Profile Assignment and Peer Discussion, Discussion - Module 2, Learning Objectives Table Assignment and Peer Discussion, Discussion - Module 3 Web Tools, Online Course Peer Review
<input type="checkbox"/> Essay		
<input type="checkbox"/> Exam		
<input type="checkbox"/> Extra Credit		
<input type="checkbox"/> Final Exam		
<input type="checkbox"/> Group Project		
<input type="checkbox"/> Homework		
<input type="checkbox"/> Journal		Journal - Module 1, Journal - Module 2, Journal - Module 3



Provide Name and Description

* Indicates a required field.

CATEGORY INFORMATION

* Name

Description



REVIEW YOUR GRADE CENTER POINTS



Access the Grade Center

- Course Management**
- ▼ **Control Panel**
- ▶ Content Collection →
- ▶ Course Tools
- ▼ **Evaluation** →
 - Course Reports
 - Performance Dashboard
 - Retention Center
- ▼ **Grade Center** →
 - Needs Grading
 - Full Grade Center
 - Assignments
 - Tests



Manage, Column Organization

Grade Center : Full Grade Center 

The Full Grade Center displays all columns and rows in the Grade Center and is the default view of the

Create Column Create Calculated Column  **Manage**  Reports 

Grade Information Bar

 LAST NAME 	FIRST NAME 	TO
-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------	----

- Grading Periods
- Grading Schemas
- Grading Color Codes
- Categories
- Smart Views
- Column Organization**
- Row Visibility
- Send Email



Default Grade Center Columns

Show/Hide Change Category to... Change Grading Period to... Delete

Shown in All Grade Center Views

Name	Grading Period	Category	Due Date	Date Created	Points Possible
<input type="checkbox"/> Last Name (Frozen)		Institution			
<input type="checkbox"/> First Name (Frozen)		Institution			
<input type="checkbox"/> Total (Frozen)	Not in a Grading Period	Calculated Grade		None	101 (may vary by student)
<input type="checkbox"/> Last Access (Frozen)		Institution			
Everything above this bar is a frozen column. Drag this bar to change which columns are frozen.					
<input type="checkbox"/> Username (Hidden)		Institution			
<input type="checkbox"/> Student ID (Hidden)		Institution			
<input type="checkbox"/> Availability (Hidden)		Institution			



Graded Items - Points

Not in a Grading Period

Name	Grading Period	Category	Due Date	Date Created	Points Possible
<input type="checkbox"/> Getting to Know You (Hidden)	Not in a Grading Period	Survey	None	Sep 9, 2013	0
<input type="checkbox"/> Course Information Quiz	Not in a Grading Period	Test	None	Dec 1, 2013	1
<input type="checkbox"/> Discussion - Module 1	Not in a Grading Period	Discussion	None	May 18, 2016	5
<input type="checkbox"/> Course Profile Assignment and Peer Discussion	Not in a Grading Period	Discussion	None	Jul 9, 2020	20
<input type="checkbox"/> Quiz - Module 1	Not in a Grading Period	Test	None	Mar 11, 2013	5
<input type="checkbox"/> Journal - Module 1	Not in a Grading Period	Journal	None	May 13, 2019	5
<input type="checkbox"/> Discussion - Module 2	Not in a Grading Period	Discussion	None	May 18, 2016	5
<input type="checkbox"/> Learning Objectives Table Assignment and Peer Discussion	Not in a Grading Period	Discussion	None	Jul 9, 2020	20
<input type="checkbox"/> Module 2 - Voicethread on COI	Not in a Grading Period	No Category	None	None	5
<input type="checkbox"/> Quiz - Module 2	Not in a Grading Period	Test	None	Mar 18, 2013	5
<input type="checkbox"/> Journal - Module 2	Not in a Grading Period	Journal	None	May 13, 2019	5
<input type="checkbox"/> Discussion - Module 3 Web Tools	Not in a Grading Period	Discussion	None	May 18, 2016	0
<input type="checkbox"/> Journal - Module 3	Not in a Grading Period	Journal	None	May 13, 2019	5
<input type="checkbox"/> Online Course Peer Review	Not in a Grading Period	Discussion	None	Jul 9, 2020	20
<input type="checkbox"/> Test - All Question Types	Not in a Grading Period	Test	None	Jul 14, 2020	0



REVIEW AND REORGANIZE YOUR GRADE CENTER COLUMNS



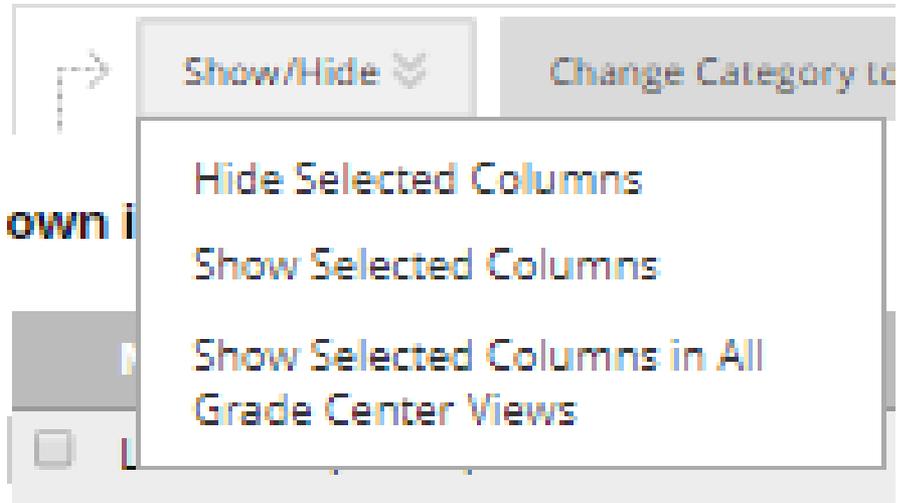
Graded Items – Due Dates

Not in a Grading Period

Name	Grading Period	Category	Due Date	Date Created	Points Possible
<input type="checkbox"/> Getting to Know You (Hidden)	Not in a Grading Period	Survey	None	Sep 9, 2013	0
<input type="checkbox"/> Course Information Quiz	Not in a Grading Period	Test	None	Dec 1, 2013	1
<input type="checkbox"/> Discussion - Module 1	Not in a Grading Period	Discussion	None	May 18, 2016	5
<input type="checkbox"/> Course Profile Assignment and Peer Discussion	Not in a Grading Period	Discussion	None	Jul 9, 2020	20
<input type="checkbox"/> Quiz - Module 1	Not in a Grading Period	Test	None	Mar 11, 2013	5
<input type="checkbox"/> Journal - Module 1	Not in a Grading Period	Journal	None	May 13, 2019	5
<input type="checkbox"/> Discussion - Module 2	Not in a Grading Period	Discussion	None	May 18, 2016	5
<input type="checkbox"/> Learning Objectives Table Assignment and Peer Discussion	Not in a Grading Period	Discussion	None	Jul 9, 2020	20
<input type="checkbox"/> Module 2 - VoiceThread on COI	Not in a Grading Period	No Category	None	None	5
<input type="checkbox"/> Quiz - Module 2	Not in a Grading Period	Test	None	Mar 18, 2013	5
<input type="checkbox"/> Journal - Module 2	Not in a Grading Period	Journal	None	May 13, 2019	5
<input type="checkbox"/> Discussion - Module 3 Web Tools	Not in a Grading Period	Discussion	None	May 18, 2016	0
<input type="checkbox"/> Journal - Module 3	Not in a Grading Period	Journal	None	May 13, 2019	5
<input type="checkbox"/> Online Course Peer Review	Not in a Grading Period	Discussion	None	Jul 9, 2020	20
<input type="checkbox"/> Test - All Question Types	Not in a Grading Period	Test	None	Jul 14, 2020	0



Show/Hide Selected Columns



Note, this is hiding them from you the instructor, not hiding them from the student.



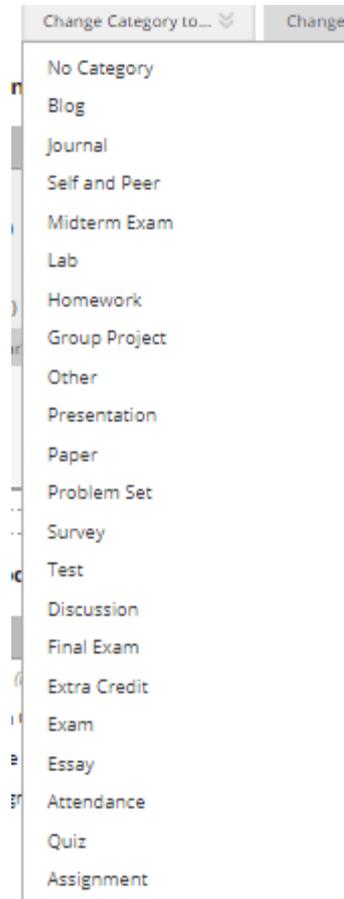
Graded Items – Category

Not in a Grading Period

Name	Grading Period	Category	Due Date	Date Created	Points Possible
<input type="checkbox"/> Getting to Know You (Hidden)	Not in a Grading Period	Survey	None	Sep 9, 2013	0
<input type="checkbox"/> Course Information Quiz	Not in a Grading Period	Test	None	Dec 1, 2013	1
<input type="checkbox"/> Discussion - Module 1	Not in a Grading Period	Discussion	None	May 18, 2016	5
<input type="checkbox"/> Course Profile Assignment and Peer Discussion	Not in a Grading Period	Discussion	None	Jul 9, 2020	20
<input type="checkbox"/> Quiz - Module 1	Not in a Grading Period	Test	None	Mar 11, 2013	5
<input type="checkbox"/> Journal - Module 1	Not in a Grading Period	Journal	None	May 13, 2019	5
<input type="checkbox"/> Discussion - Module 2	Not in a Grading Period	Discussion	None	May 18, 2016	5
<input type="checkbox"/> Learning Objectives Table Assignment and Peer Discussion	Not in a Grading Period	Discussion	None	Jul 9, 2020	20
<input type="checkbox"/> Module 2 - Voicethread on COI	Not in a Grading Period	No Category	None	None	5
<input type="checkbox"/> Quiz - Module 2	Not in a Grading Period	Test	None	Mar 18, 2013	5
<input type="checkbox"/> Journal - Module 2	Not in a Grading Period	Journal	None	May 13, 2019	5
<input type="checkbox"/> Discussion - Module 3 Web Tools	Not in a Grading Period	Discussion	None	May 18, 2016	0
<input type="checkbox"/> Journal - Module 3	Not in a Grading Period	Journal	None	May 13, 2019	5
<input type="checkbox"/> Online Course Peer Review	Not in a Grading Period	Discussion	None	Jul 9, 2020	20
<input type="checkbox"/> Test - All Question Types	Not in a Grading Period	Test	None	Jul 14, 2020	0



Set Categories on Selected Columns



Reordering Graded Items

Not in a Grading Period

Name	Grading Period	Category	Due Date	Date Created	Points Possible
Getting to Know You (Hidden)	Not in a Grading Period	Survey	None	Sep 9, 2013	0
Course Information Quiz	Not in a Grading Period	Test	None	Dec 1, 2013	1
Discussion - Module 1	Not in a Grading Period	Discussion	None	May 18, 2016	5
Course Profile Assignment and Peer Discussion	Not in a Grading Period	Discussion	None	Jul 9, 2020	20
Quiz - Module 1	Not in a Grading Period	Test	None	Mar 11, 2013	5
Journal - Module 1	Not in a Grading Period	Journal	None	May 13, 2019	5
Discussion - Module 2	Not in a Grading Period	Discussion	None	May 18, 2016	5
Learning Objectives Table Assignment and Peer Discussion	Not in a Grading Period	Discussion	None	Jul 9, 2020	20
Module 2 - VoiceThread on COI	Not in a Grading Period	No Category	None	None	5
Quiz - Module 2	Not in a Grading Period	Test	None	Mar 18, 2013	5
Journal - Module 2	Not in a Grading Period	Journal	None	May 13, 2019	5
Discussion - Module 3 Web Tools	Not in a Grading Period	Discussion	None	May 18, 2016	0
Journal - Module 3	Not in a Grading Period	Journal	None	May 13, 2019	5
Online Course Peer Review	Not in a Grading Period	Discussion	None	Jul 9, 2020	20
Test - All Question Types	Not in a Grading Period	Test	None	Jul 14, 2020	0

Drag and Drop Items to Reorder



Submit to Save Changes

≡	May 13, 2019	5
≡	Jul 9, 2020	20
≡	Jul 14, 2020	0



OTHER GRADE CENTER FEATURES

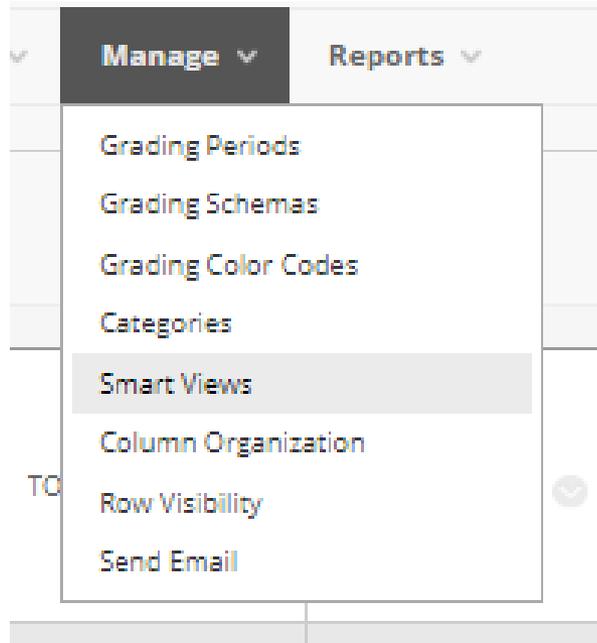


Access the Grade Center

- Course Management**
- ▼ **Control Panel**
- ▶ Content Collection →
- ▶ Course Tools
- ▼ **Evaluation** →
- Course Reports
- Performance Dashboard
- Retention Center
- ▼ **Grade Center** →
- Needs Grading
- Full Grade Center
- Assignments
- Tests



Manage – Smart Views



Create a Smart View

Smart Views

Smart Views are focused views of the Grade Center. Any number of Smart Views can be created based on a variety of criteria.

Create Smart View

→ Favorites ▾ Delete

TITLE ▲

- Assignments
- Blogs
- Discussion Boards
- Final Grade View
- Journals
- Preview of My Grades
- Self and Peer Assessments
- Tests



Provide a Name and Description

* Indicates a required field.

SMART VIEW INFORMATION

* Name

Description

Type

Custom

Add as Favorite



Choose a Type

- Performance
 - View users based on performance of a single graded item
- User
 - View selected users
- Category and Status
- Custom



Performance Type

SELECTION CRITERIA

Type of View

- Performance** View specific users based on their performance on a single item.
- User** View individual users.
- Category and Status** View items by their category and status.
- Custom** Build a query based on user criteria.

Select Criteria *Select the user criteria to include*

Filter Results

User Criteria:	Condition:	Value:
Grade on Course Information Quiz (Score)	Equal to	
Grade on Course Information Quiz (Score)	Equal to	
Grade on Course Profile Assignment and Peer D	Greater than	
Grade on Discussion - Module 2 (Score)	Greater than or Equal to	
Grade on Discussion - Module 3 Web Tools (Sco	Less than	
Grade on Discussion - Module 1 (Score)	Less than or Equal to	
Grade on Getting to Know You (Complete/Incor	Between	
Grade on Journal - Module 1 (Score)	Status Equals	
Grade on Journal - Module 2 (Score)		
Grade on Journal - Module 3 (Score)		
Grade on Learning Objectives Table Assignment and Peer Discussion (Score)		
Grade on Module 2 - Voicethread on COI (Score)		
Grade on Online Course Peer Review (Score)		
Grade on Quiz - Module 1 (Score)		
Grade on Quiz - Module 2 (Score)		
Grade on Test - All Question Types (Score)		
Grade on Total (Score)		

Insert comparison value

Select condition

Select graded item



Custom Build

SELECTION CRITERIA

Type of View

- Performance** View specific users based on their performance on a single item.
- User** View individual users.
- Category and Status** View items by their category and status.
- Custom** Build a query based on user criteria.

Select Criteria

Select the users' grade criteria to benchmark.

1 User Criteria: Condition: Available / Unavailable

Add User Criteria

Formula Editor

Change the operators and insert parentheses to edit the formula.

1

Manually Edit

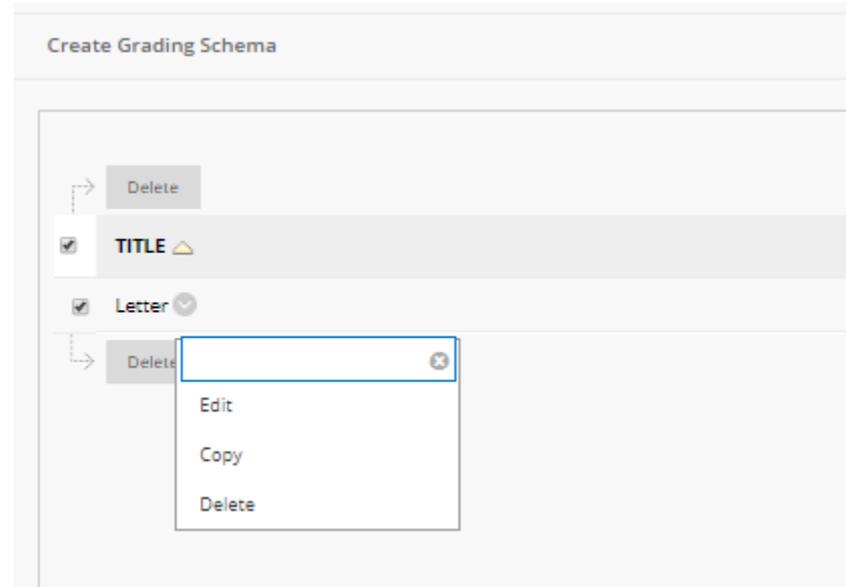
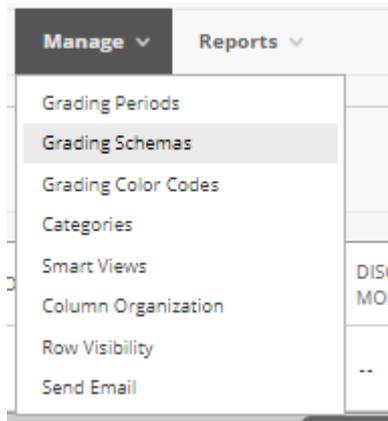
Filter Results

Columns to Display in Results:

Include Hidden Information



Grading Schemas



Edit Letter Grading Schema

SCHEMA INFORMATION

Name

Description

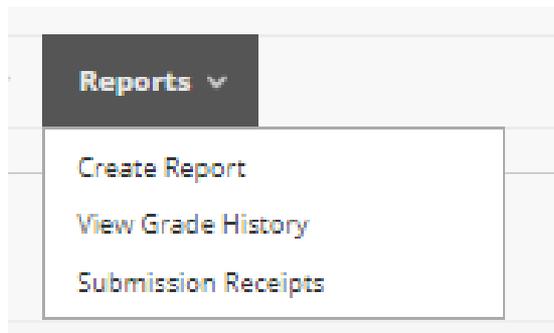
SCHEMA MAPPING

Grade Center columns that are automatically graded, such as Tests, will be converted to this display option according to the grade mapping provided below. To

Grades Scored Between	Will Equal	Grades Manually Entered as	Will Calculate as	
97 % and 100 %	A+	A+	98.5 %	
94 % and Less Than 97%	A	A	95 %	Delete Row
90 % and Less Than 94%	A-	A-	91.5 %	Delete Row
87 % and Less Than 90%	B+	B+	88.5 %	Delete Row
84 % and Less Than 87%	B	B	85 %	Delete Row
80 % and Less Than 84%	B-	B-	81.5 %	Delete Row
77 % and Less Than 80%	C+	C+	78.5 %	Delete Row
74 % and Less Than 77%	C	C	75 %	Delete Row
70 % and Less Than 74%	C-	C-	71.5 %	Delete Row
67 % and Less Than 70%	D+	D+	68.5 %	Delete Row
64 % and Less Than 67%	D	D	65 %	Delete Row
60 % and Less Than 64%	D-	D-	61.5 %	Delete Row
0 % and Less Than 60%	F	F	55 %	Delete Row



Grade Center Reporting



Submission Receipts

CONFIRMATION NUMBER	STUDENT	SUBMITTER	COURSEWORK	DATE	SUBMISSION	SIZE
c39e0a28-11f8-43d3-99f6-7272bdc34859			Individual Lesson	Aug 2, 2020 12:44 PM	Written submission Backward Design --Qinjin Xiao.docx	72bytes 18.5kb
c0e71ca1-c14d-4755-917f-0d9be15f0f65			Reflection Paper	Aug 2, 2020 10:40 AM	EDE484 Final Reflection Paper JTauzel.pdf	127.8kb
dc0709b2-2369-49ef-943c-2c83d640e9cd			MB - Group Project - Revised Plan	Jul 25, 2020 11:35 PM	Lesson Plan-Flipping the Classroom-EDE 484 online.docx	44.6kb



Grade History

Download

167 Total

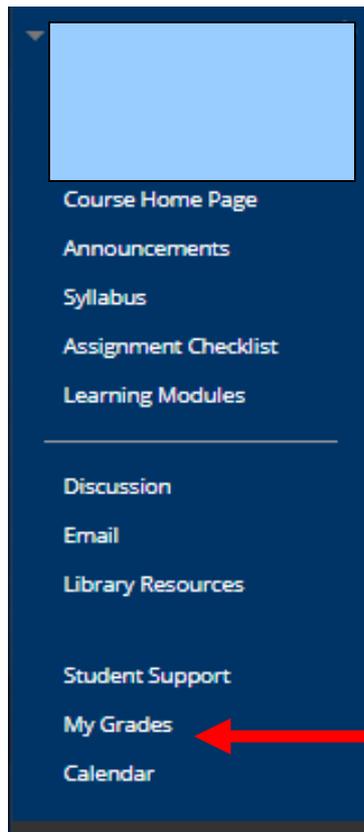
DATE	COLUMN	LAST EDITED BY	USER	VALUE	ATTEMPT SUBMITTED	COMMENTS
Aug 2, 2020 12:59:30 PM	Weekly Reflective Journal	Lisa Brown	[Redacted]	[Redacted]	May 19, 2020 11:04:15 PM	Feedback to Learner [Redacted] View Full Comment
Aug 2, 2020 12:44:09 PM	Individual Lesson	QINQIN XIAO		Attempt submitted (needs grading).	Aug 2, 2020 12:44:09 PM	
Aug 2, 2020 10:40:01 AM	Reflection Paper	Jim Tauzel		Attempt submitted (needs grading).	Aug 2, 2020 10:40:01 AM	
Jul 31, 2020 8:16:39 PM	M10 - Individual Lesson Plan Discussion	Lisa Brown	[Redacted]	[Redacted]	Jul 27, 2020 11:18:15 PM	Feedback to Learner [Redacted] View Full Comment
Jul 31, 2020 8:16:06 PM	M10 - Individual Lesson Plan Discussion	Lisa Brown		[Redacted]	Jul 27, 2020 11:18:15 PM	
						Feedback to Learner [Redacted]



MY GRADES



Student Access to Grades



Make sure this is part of your course menu, available to students



List of Items in Course

My Grades

All Graded Upcoming Submitted

Order by: Course Order

ITEM	LAST ACTIVITY	GRADE
Total View Description Grading Criteria		39.50 /70
Course Information Quiz DUE: APR 14, 2020 Test	UPCOMING	- /1
Discussion - Module 1 Discussion	UPCOMING	- /5
Module 1 - Course Profile Assignment DUE: APR 19, 2020 Assignment View Rubric	May 15, 2020 10:57 AM GRADED	0.00 /20 18.46153 AVERAGE 20.00 MEDIAN
Quiz - Module 1 DUE: APR 19, 2020 Test	Aug 2, 2020 3:05 PM GRADED	4.50 /5
Journal - Module 1 DUE: APR 19, 2020 Journal	Aug 2, 2020 3:05 PM GRADED	4.00 /5
Discussion - Module 2 Discussion	UPCOMING	- /5
Module 2 - Voicethread on COI	Aug 2, 2020 2:59 PM GRADED	5.00 /5
Module 2 Assignment - Learning Objectives Table DUE: APR 26, 2020 Assignment View Rubric	UPCOMING	- /20
Quiz - Module 2 DUE: APR 26, 2020 Test	Aug 2, 2020 3:05 PM GRADED	3.00 /5
Journal - Module 2 DUE: APR 26, 2020 Journal	Aug 2, 2020 3:05 PM GRADED	5.00 /5
Discussion - Module 3 Web Tools Discussion	UPCOMING	-
Assignment - Module 3 - Your Online Course Assignment View Rubric	Aug 2, 2020 3:01 PM GRADED	15.00 /20
Journal - Module 3 DUE: MAY 15, 2020 Journal	Aug 2, 2020 3:06 PM GRADED	3.00 /5



Total Points / Attempted Points

My Grades

All Graded Upcoming Submitted

Order by: Course Order

ITEM	LAST ACTIVITY	GRADE
Total View Description Grading Criteria		39.50 /70
Course Information Quiz DUE: APR 14, 2020 Test	UPCOMING	- /1
Discussion - Module 1 Discussion	UPCOMING	- /5
Module 1 - Course Profile Assignment DUE: APR 19, 2020 Assignment View Rubric	May 15, 2020 10:57 AM GRADED	0.00 /20 18.46153 AVERAGE 20.00 MEDIAN
Quiz - Module 1 DUE: APR 19, 2020 Test	Aug 2, 2020 3:05 PM GRADED	4.50 /5
Journal - Module 1 DUE: APR 19, 2020 Journal	Aug 2, 2020 3:05 PM GRADED	4.00 /5
Discussion - Module 2 Discussion	UPCOMING	- /5
Module 2 - Voicethread on COI	Aug 2, 2020 2:59 PM GRADED	5.00 /5
Module 2 Assignment - Learning Objectives Table DUE: APR 26, 2020 Assignment View Rubric	UPCOMING	- /20
Quiz - Module 2 DUE: APR 26, 2020 Test	Aug 2, 2020 3:05 PM GRADED	3.00 /5
Journal - Module 2 DUE: APR 26, 2020 Journal	Aug 2, 2020 3:05 PM GRADED	5.00 /5
Discussion - Module 3 Web Tools Discussion	UPCOMING	-
Assignment - Module 3 - Your Online Course Assignment View Rubric	Aug 2, 2020 3:01 PM GRADED	15.00 /20
Journal - Module 3 DUE: MAY 15, 2020 Journal	Aug 2, 2020 3:06 PM GRADED	3.00 /5



Feedback Provided

My Grades

All Graded Upcoming Submitted

Order by: Course Order

ITEM	LAST ACTIVITY	GRADE
Total View Description Grading Criteria		39.50 /70
Course Information Quiz DUE: APR 14, 2020 Test	UPCOMING	- /1
Discussion - Module 1 Discussion		- /5
Module 1 - Course Profile Assignment DUE: APR 19, 2020 Assignment View Rubric		0.00 /20 18.46153 AVERAGE 20.00 MEDIAN
Quiz - Module 1 DUE: APR 19, 2020 Test		4.50
Journal - Module 1 DUE: APR 19, 2020 Journal		4.00 /5
Discussion - Module 2 Discussion	UPCOMING	- /5
Module 2 - Voicethread on COI	Aug 2, 2020 2:59 PM GRADED	5.00 /5
Module 2 Assignment - Learning Objectives Table DUE: APR 26, 2020 Assignment View Rubric	UPCOMING	- /20
Quiz - Module 2 DUE: APR 26, 2020 Test	Aug 2, 2020 3:05 PM GRADED	3.00 /5
Journal - Module 2 DUE: APR 26, 2020 Journal	Aug 2, 2020 3:05 PM GRADED	5.00 /5
Discussion - Module 3 Web Tools Discussion	UPCOMING	-
Assignment - Module 3 - Your Online Course Assignment View Rubric	Aug 2, 2020 3:01 PM GRADED	15.00 /20
Journal - Module 3 DUE: MAY 15, 2020 Journal	Aug 2, 2020 3:06 PM GRADED	3.00 /5

Journal - Module 1

This is okay, but late.



Feedback Provided - Attachment

My Grades

All Graded Upcoming Submitted

Order by: Course Order

ITEM	LAST ACTIVITY	GRADE
Total View Description Grading Criteria		39.50 /70
Course Information Quiz DUE: APR 14, 2020 Test		- /1
Discussion - Module 1 Discussion		- /5
Module 1 - Course Profile Assignment DUE: APR 19, 2020 Assignment View Rubric		0.00 /20 18.46153 AVERAGE 20.00 MEDIAN
Quiz - Module 1 DUE: APR 19, 2020 Test		4.50 /5
Journal - Module 1 DUE: APR 19, 2020 Journal		4.00 /5
Discussion - Module 2 Discussion	UPCOMING	- /5
Module 2 - Voicethread on COI	Aug 2, 2020 2:59 PM GRADED	5.00 /5
Module 2 Assignment - Learning Objectives Table DUE: APR 26, 2020 Assignment View Rubric	UPCOMING	- /20
Quiz - Module 2 DUE: APR 26, 2020 Test	Aug 2, 2020 3:05 PM GRADED	3.00 /5
Journal - Module 2 DUE: APR 26, 2020 Journal	Aug 2, 2020 3:05 PM GRADED	5.00 /5
Discussion - Module 3 Web Tools Discussion	UPCOMING	- /5
Assignment - Module 3 - Your Online Course Assignment View Rubric	Aug 2, 2020 3:01 PM GRADED	15.00 /20
Journal - Module 3 DUE: MAY 15, 2020 Journal	Aug 2, 2020 3:06 PM GRADED	- /5

Assignment - Module 3 - Your Online Course

See attached for feedback

[Blooms-threeLevels.png](#)

15.00 /20



Click Links to Review Submissions

My Grades

All Graded Upcoming Submitted

Order by: Course Order

ITEM	LAST ACTIVITY	GRADE
Total View Description Grading Criteria		39.50 /70
Course Information Quiz DUE: APR 14, 2020 Test	UPCOMING	- /1
Discussion - Module 1 Discussion	UPCOMING	- /5
Module 1 - Course Profile Assignment DUE: APR 19, 2020 Assignment View Rubric	May 15, 2020 10:57 AM GRADED	0.00 /20 AVERAGE: 18.46 MEDIAN: 20.00
Quiz - Module 1 DUE: APR 19, 2020 Test	Aug 2, 2020 3:05 PM GRADED	4.50 /5
Journal - Module 1 Journal	Aug 2, 2020 3:05 PM GRADED	4.00 /5
Discussion - Module 2 Discussion	UPCOMING	- /5
Module 2 - Voicethread on COI	Aug 2, 2020 2:59 PM GRADED	5.00 /5
Module 2 Assignment - Learning Objectives Table DUE: APR 26, 2020 Assignment View Rubric	UPCOMING	- /20
Quiz - Module 2 DUE: APR 26, 2020 Test	Aug 2, 2020 3:05 PM GRADED	3.00 /5
Journal - Module 2 DUE: APR 26, 2020 Journal	Aug 2, 2020 3:05 PM GRADED	5.00 /5
Discussion - Module 3 Web Tools Discussion	UPCOMING	-
Assignment - Module 3 - Your Online Course Assignment View Rubric	Aug 2, 2020 3:01 PM GRADED	15.00 /20
Journal - Module 3 DUE: MAY 15, 2020 Journal	Aug 2, 2020 3:06 PM GRADED	3.00 /5



Click View Rubric to Review Points Distribution

My Grades

All Graded Upcoming Submitted Order by: Course Order

ITEM	LAST ACTIVITY	GRADE
Total View Description Grading Criteria		39.50 /70
Course Information Quiz DUE: APR 14, 2020 Test	UPCOMING	- /1
Discussion - Module 1 Discussion	UPCOMING	- /5
Module 1 - Course Profile Assignment DUE: APR 19, 2020 Assignment View Rubric	May 15, 2020 10:57 AM GRADED	0.00 /20 18.46153 AVERAGE 20.00 MEDIAN
Quiz - Module 1 DUE: APR 19, 2020 Test	Aug 2, 2020 3:05 PM GRADED	4.50 /5
Journal - Module 1 DUE: APR 19, 2020 Journal	Aug 2, 2020 3:05 PM GRADED	4.00 /5
Discussion - Module 2 Discussion	UPCOMING	- /5
Module 2 - Voicethread on COI	Aug 2, 2020 2:59 PM GRADED	5.00 /5
Module 2 Assignment - Learning Objectives Table DUE: APR 26, 2020 Assignment View Rubric	UPCOMING	- /20
Quiz - Module 2 DUE: APR 26, 2020 Test	Aug 2, 2020 3:05 PM GRADED	3.00 /5
Journal - Module 2 DUE: APR 26, 2020 Journal	Aug 2, 2020 3:05 PM GRADED	5.00 /5
Discussion - Module 3 Discussion	UPCOMING	-
Assignment - Module 3 - Your Online Course Assignment View Rubric	Aug 2, 2020 3:01 PM GRADED	15.00 /20
Journal - Module 3 DUE: MAY 15, 2020 Journal	Aug 2, 2020 3:06 PM GRADED	3.00 /5



**THANK YOU
QUESTIONS?**



Evaluation

- <https://forms.gle/NaSBqVMyKHHVe1VM6>



Video Tutorials

- <http://rochester.edu/online-learning/disruption/index.html>



More Workshops

<http://rochester.edu/online-learning>

- **How to Facilitate a Live Zoom Session**
 - Wednesday, July 15, 12noon
- **How to Record and Share Lectures with Students**
 - Monday, July 20, 12noon
- **How to Facilitate an Online Exam**
 - Friday, July 24, 12noon
- **How to Use Voicethread for Discussions**
 - Monday, July 27, 12noon
- **How to Facilitate Discussions**
 - Wednesday, July 29, 12noon
- **How to Manage the Grade Center**
 - Monday, August 3, 12noon

