

# Advanced Bb: All about the Grade Center



## Agenda/Topics

- Functions in the Full Grade Center
- The Needs Grading section
- Customizing the Grade Center



# The Grade Center

- You access the Grade Center from the Control Panel.
- Expand the *Grade Center* section to display the links to the *Needs Grading* page, the *Full Grade Center*, the *Assignments*, and *Tests* views.





# Columns in the Grade Center

- In the Grade Center, the columns for students' first and last names appear first by default.
- Columns for gradable items and calculations of those items appear across the page.
- You decide which columns appear and in what order.
- You can determine how many rows to display, the maximum you can see is 50 rows.

Grade Information Bar

Sort Columns By: Layout Position Order: ▲Ascending

Last Saved: June 5, 2020 10:28 PM

	Last Name	First Name	Username	Student ID	Last Access	Availability	Weighted Total	Total	Assignment 1	Quiz 1	DAP
<input type="checkbox"/>	Hammer	John	g947m456	G947M456.JPG	June 3, 2020	Available	--	0.00		--	
<input type="checkbox"/>	Merchant	Heather	t686g824	T686G824.JPG	June 3, 2020	Available	--	0.00		--	
<input type="checkbox"/>	Moore	Taylor	p886w749	P886W749.JPG	June 3, 2020	Available	--	0.00		--	

Selected Rows: 0

Move To Top Email

Icon Legend

Edit Rows Displayed

Selected Rows: 0

Move To Top Email

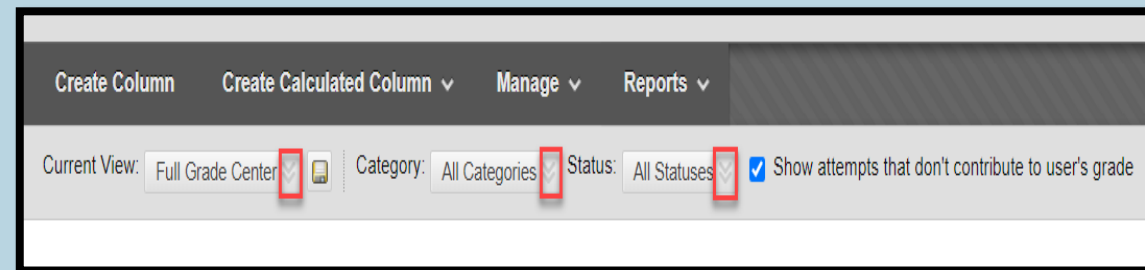
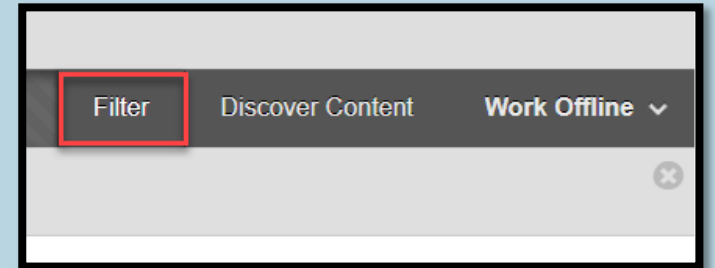
- Email Selected Users
- Email Selected Users and their Observers
- Email Observers for Selected Users

Minimum Rows Displayed (min:5, max:50): 10 Go



## Filter Grade View

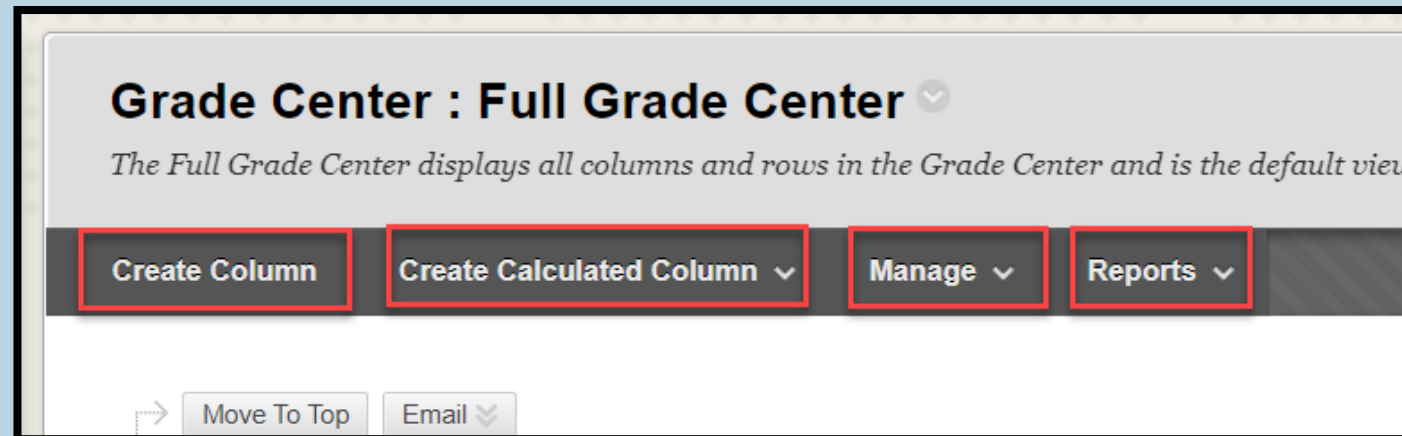
- You can narrow your view of the Grade Center data.
- Select *Filter* to expand the field and select an option from these menus:
  - *Current View*
  - *Category*: Includes all default categories and those you've created.
  - *Status*





# The Full Grade Center

- The *Full Grade Center* link displays all columns and rows in the Grade Center.
- There are four major functions in the Full Grade Center each having multiple sub functions in them.





# Creating New Column in the Gradebook

- As the name implies, the Create Column function allows to create a new column manually.
- Grade Center name is what will be seen as Column Name in the gradebook.
- The grade can be in score, Letter, Text, Percentage, Complete/incomplete.
- You can assign category for the column, add due date; show or hide for students, or include it in grade center calculation.
- You can delete manually created columns.

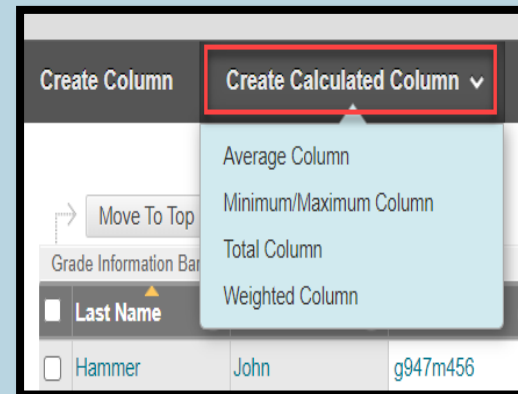
The image displays several screenshots of the 'Create Column' form in a gradebook system, illustrating the various configuration options available.

- COLUMN INFORMATION:** This section includes fields for 'Column Name', 'Grade Center Name', and 'Description'. The 'Description' field has a rich text editor with various formatting options.
- Display Options:** This section allows users to select the 'Primary Display' (e.g., Score, Letter, Text, Percentage, Complete/Incomplete) and the 'Secondary Display' (e.g., None).
- Category and Points Possible:** This section includes a 'Category' dropdown menu (set to 'No Category'), a 'Points Possible' input field, and an 'Associated Rubrics' section with an 'Add Rubric' button.
- DATES:** This section includes a 'Date Created' field (set to 'Jun 5, 2020') and a 'Due Date' field with a calendar icon. A note below the 'Due Date' field reads: 'Enter dates as mm/dd/yyyy. Time may be included.'.
- Include this column in Grade Center calculations:** This section includes a radio button to 'Include this column in Grade Center calculations' (set to 'Yes').
- Show this column to students:** This section includes a radio button to 'Show this column to students' (set to 'Yes').
- Show Statistics (average and median) for this column to Students in My Grades:** This section includes a radio button to 'Show Statistics (average and median) for this column to Students in My Grades' (set to 'No').



# Create Calculated Grade Column

- Blackboard's Grade Center can be used to calculate final grades from selected multiple columns.
- There are four options under Calculated Grade Column.
  - Average
  - Minimum/Maximum
  - Total
  - Weighted







# Total Column

- Most commonly used calculated columns are Total column and Weighted column.
- If you have multiple quizzes in multiple columns, you can create one Total column to show the total grade students earn for quizzes.

**SELECT COLUMNS**

Choose **All Grade Columns** to include all grade columns in the total. If Grading Periods exist, limit the columns included in the total by choosing **All Gr** columns or categories in the total, choose **Selected Columns and Categories**.

Include in Total  All Grade Columns  Selected Columns and Categories

Columns to Select:

- Weighted Total
- Total
- Assignment 1
- Quiz 1
- DAP

Column Information

Categories to Select:

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

Category Information

Selected Columns:

McAfee Safe



# Weighted Column

- Before creating a Weighted Total Column using Category Weights, you should be sure that all of your assignments, tests, manually created columns, etc., are associated with a category.
- You also need to create a total column for all the categories that have multiple columns.



# Menu Options for Columns

- Each column's menu displays options specific for that column; with little variation for different categories.

Option	Description
Quick column information	Displays information about the column in a pop-up window.
Send Reminder	You can send email reminders from Grade Center columns to students and members of groups who have missing coursework.
<i>Grade Attempts</i>	Provide a grade for an attempt made for this item.
<i>Grade with User Names Hidden</i>	Provide grades for this item with student identities hidden.
<i>Assignment File Download</i>	Select and download files students have attached to their assignments.
<i>Assignment File Cleanup</i>	Select and delete the files attached to an assignment.
View grade history	Display the scores of each attempt along with comments provided



# More Menu Options

Option	Description
<i>Edit Column Information</i>	Displays the <i>Edit Column</i> page for this column.
<i>Column Statistics</i>	Displays the <i>Column Statistics</i> page for this column. Statistics include column details, status distribution, grade distribution, and basic statistics, such as range, average, median, and variance.
<i>Set as External Grade</i>	The results in the <i>External Grade</i> column are shared with your institution as your students' final grades for your course. You decide which column is set as the external grade.
<i>Sort</i>	Display the items in the column in an ascending or descending order.
<i>View All Attempts</i>	Displays the <i>View All Attempts</i> page for tests. From this page, you can grade the attempts, grade them anonymously, or grade by question.
<i>Grade Questions</i>	Provide grades for all of the responses for a specific question at one time.
<i>Hide from Instructor View</i>	Hides the column from view in the Grade Center. To show the column, select the <i>Manage</i> menu and select <i>Column Organization</i> .



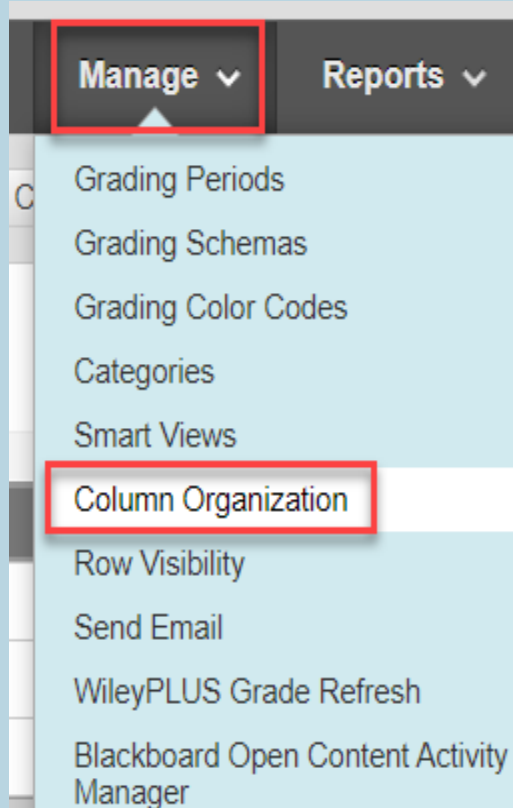
## Some More Menu Options

- There will be a Delete option for columns that are manually created or not linked to the course.

Option	Description
Clear Attempts	Displays a separate window where you can clear attempts for all users. You can clear attempts based on criteria or a date range.
<i>Hide from Students (on/off)</i>	Hide this column from users. If you hide the column, the column remains in the Grade Center grid, but your students won't see it in <i>My Grades</i> . <i>You can turn the hidden column on again.</i>
<i>Attempts Statistics</i>	Displays the <i>Statistics</i> page for tests and surveys. Each question for a test or survey appears, along with its score information for tests or percent answered for surveys. On the <i>Survey Statistics</i> page, you can view the survey results. The percentage of students who selected each answer appears. <b>You can't view individual results for surveys.</b>



# Column Organization



- On the *Column Organization* page, you can view all the columns in the Grade Center on one page.
- From this page you can:
  - Reorder columns
  - Hide or show multiple columns
  - Delete multiple columns (if not linked)
  - Change column category or grading period



# Organizing Grade Data

- From the Column Organization page.
- The only frozen columns are the user last and first names.
- Changes you make on this page don't affect what students see in My Grades.

Shown in All Grade Center Views

Name	Grading Period
<input type="checkbox"/> Last Name (Frozen)	
<input type="checkbox"/> First Name (Frozen)	
Everything above this bar is a frozen column. Drag this bar to change which columns are frozen.	
<input type="checkbox"/> Username	
<input type="checkbox"/> Student ID	
<input type="checkbox"/> Last Access	
<input type="checkbox"/> Availability	

Not in a Grading Period

Name	Grading Period
<input type="checkbox"/> Weighted Total	Not in a Grading Period
<input type="checkbox"/> Total (External Grade)	Not in a Grading Period
<input type="checkbox"/> Assignment 1	Not in a Grading Period
<input type="checkbox"/> Quiz 1	Not in a Grading Period
<input type="checkbox"/> DAP	Not in a Grading Period



# Grade Categories

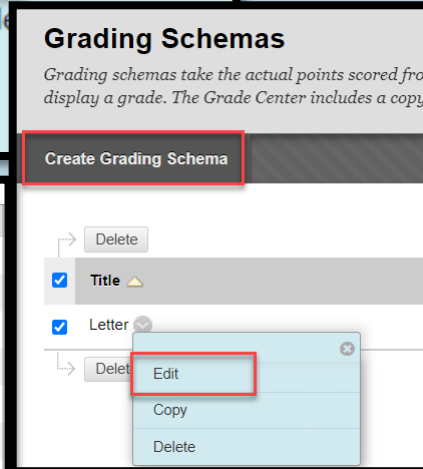
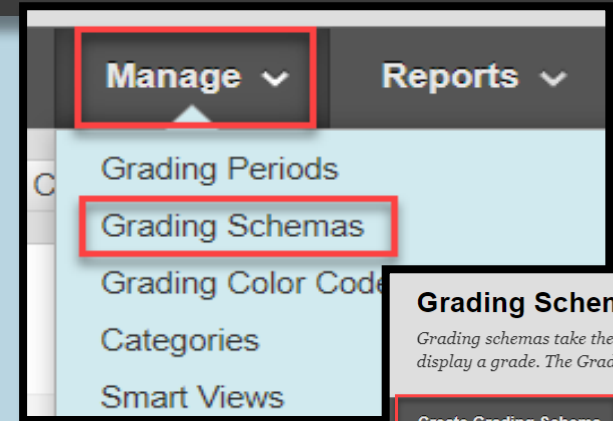
- In the Grade Center, you can use categories to group related columns together and organize the data.
- When you create a gradable item, a grade column is created automatically for the item in the Grade Center.
- The column is associated automatically with the correct category.
- By default, these eight categories are created in the Grade Center:
  - Assignment
  - Blog
  - Discussion
  - Journal
  - Self and Peer
  - Survey
  - Test
  - Wiki





# Grading Schema

- when an item is graded, a numeric score appears in the students' cells by default. You can choose to display grades in other ways with grading schemas.
- A schema takes the points scored on an item and compares it to the item's total points possible to derive a percentage.
- You can either create your own percentage schema or edit the existing letter schema as per your syllabus.
- You can make the uppermost value in a grading schema greater than 100%. For example, if a student earns 100% or more, you can assign A+ to those scores.
- For a quiz, a student's raw numeric score is 88 out of 100 points possible. In a grading schema in which a percentage of 87 to less than 90 equals a B+, a student's score of 88 results in a B+.



Grades Scored Between	Will Equal
97 % and 100 %	A+
94 % and Less Than 97%	A
90 % and Less Than 94%	A-
87 % and Less Than 90%	B+
84 % and Less Than 87%	B
80 % and Less Than 84%	B-
77 % and Less Than 80%	C+
74 % and Less Than 77%	C
70 % and Less Than 74%	C-
67 % and Less Than 70%	D+
64 % and Less Than 67%	D
60 % and Less Than 64%	D-
0 % and Less Than 60%	F



# Color Coding Grade Book

- You can create rules to apply color to the cells in the Grade Center, either by grade or status.
- Color in the Grade Center provides visual indicators to help you interpret information quickly.
- For example, you can use yellow to highlight graded items with failing scores so that students and columns that require attention are prominent.

**Grade Ranges**

Grade Ranges can be defined by Less Than, More Than, or Between criteria. You can use multiple Grade Ranges. Make sure that Grade Ranges bound is always exclusive, the lesser bound is always inclusive. For example, 20 does not match the rule 'between 10 and 20', but 10 does. Grade decreasing range order, so it is possible to write a set of rules like: more than 90, more than 80, less than 80, less than 40.

Criteria	Background Color	Text	Indicator Preview
Less Than <input type="text"/> %	<input checked="" type="checkbox"/> White	<input checked="" type="checkbox"/> Black	Text <input type="button" value="Delete Criteria"/>
Between <input type="text"/> % and <input type="text"/> %	<input type="checkbox"/> White	<input type="checkbox"/> Black	Text <input checked="" type="button" value="Delete Criteria"/>

Manage

- Grading Periods
- Grading Schemas
- 
- Categories
- Smart Views

COLOR CODE INFORMATION

Enable Grading Color Codes

COLOR CODING OPTIONS

**Grading Status**

Colors can be defined for items that are In Progress, Need Grading, or Exempt.

In Progress  White

Needs Grading  White

Exempt  White

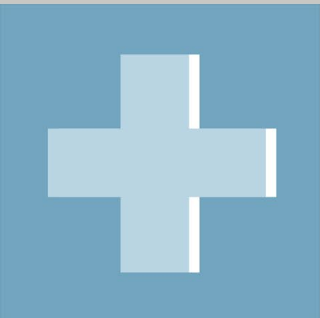
Select a swatch color

Color value #  Preview

Color Preview



JUNE



Thank You!