Grading in the Needs Grading Section

Enter a Blackboard course and select **Needs Grading** under **Grade Center** in the **Control Panel**.



1. **Grade All:** Allows instructors to grade all items through easy navigation. The items that need grading will be in the order they appear on the Needs Grading page.



2. **Filter:** The Needs Grading will compile all assignments, blogs, journals, etc. for all users that need to be graded. If you would like to grade a single user, please use the options below.

Category: Sort attempts to group all like items together, such as assignments.

Item: Sort attempts by alphabetical order or reverse alphabetical order.

User: Sort attempts by a student's name. The number of attempts for the item is listed in parentheses. For example: "Mary Johnson (Attempt 1 of 2)." Select a user's name to access an attempt.

Date Submitted: Sort attempts by the date and time students submitted the attempts. **Due Date:** If you provided a due date when the item was created, sort attempts by due date and grade items that are due first.

Category	Item	User	Date Submitted	×
All Categories	♦ All Items	All Users	Any Date	Go
✓ All Categories Assignment	✓ All items Assignment 1	✓ All Users Van Claymak	✓ Any Date s as mm/dd/yyyy Before	
	Testing Assignme	ent 5	Exact Date	

Blackboard Questions? Contact the Center for Online Teaching and Learning Email: <u>blackboard@govst.edu</u> Phone: (708) 534-4115 3. User Attempt: Once you are ready to grade an item, you may either select **Grade All** to grade all items at once or select the students name under **User Attempt** to open their item.

Needs Grading Instructors can view atter gr 1 and reviewing in	npts ready for grading mediately, or sort colu	or review on the l mns or apply filte	Needs Grading page. Click Grad rs to narrow the list. <u>More Help</u>	e All to begin
Grade All				2 Filter
Category All Categories ✓ All Categories Assignment 3 total items to grade.	Item All Items ✓ All Items Assignment 1 Learning Agreement Testing Assignment 5	User All Users ✓ All Users Van Claymaker	Date Submitted Any Date ♀ ■ ■ ✓ Any Date s as mm/dd/yyyy Before After Exact Date	Go
Category	Item Name	User Attempt	Date Submitted 🛆	Due Date
Turnitin Direct Assignment	Testing Assignment 5	Van Claymaker	June 1, 2016 12:35:37 PM	June 1, 2016
Assignment	Assignment 1	Van Claymaker	August 26, 2016 9:06:05 AM	
Assignment	Learning Agreement	Van Claymaker	August 26, 2016 9:06:41 AM	
		Dis	blaying 1 to 3 of 3 items Show All	Edit Paging

Depending on the type of item you are grading, this screenshot may appear different. Input a numeric value to the right, provide feedback, and/or notes (notes are for instructors only, students cannot see). Once you are finished, click Submit.

Grade Assignment: Assignment 1		
Assign a grade and feedback for the current assignment attempt. Over grade in the grade field. If multiple attempts for a test have been allow attempts have been graded. Click Hide User Names to grade attemp to display user information. <u>More Help</u>	erride the overall grade for the assignment by wed, a Student's grade is not released until all pts with user names hidden. Click Show Use	typing a of the r Names
	Jump to Hide User Names	Refresh
Viewing 2 of 3 gradable items		
Van Claymaker (Attempt 1 of 1)		Exit
Assignment Instructions 🗸	Assignment Details ~	> 53
Q Q ↓ 1 of 1 ✓ Powered by crocodoc	GRADE LAST GRADED ATTEMPT	/10
	АТТЕМРТ	
	8/26/16 9:06 AM	9 /10
Daniel Famsworth Kinetic Energy	8/26/16 9:06 AM	9 /10
Daniel Farnsworth Kinetic Energy Kinetic energy is the energy of motion. An object that has motion - whether it is vertical or horizontal motion - has kinetic energy. There are many forms of kinetic energy -	8/26/16 9:06 AM FEEDBACK TO LEARNER	9 /10
Daniel Farnsworth Kinetic Energy Kinetic energy is the energy of motion. An object that has motion - whether it is vertical or horizontal motion - has kinetic energy. There are many forms of kinetic energy - vibrational (the energy due to vibrational intoin), rotational (the energy due to rotational motion), and translational (the energy due to motion from one location to another). To keen matters simile, we will focus unon translational kinetic energy. The	8/26/16 9:06 AM FEEDBACK TO LEARNER For the toolbar, press ALT+F10 (PC) or ALT+FN	9 /10

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