Blackboard 9
Grade Center
What we will cover:

Needs Grading
- Accessing and expanding the grading area
- Accessing the rubrics and the grading panel
- What the students see when they submit an assignment
- Where their submissions appear on the grading screen
- How to mark up a submission with the comment tools

Full Grade Center
- Highlights of the full grade center
- Adding Rubrics from the grade column
- Adding Columns
- Calculating grades
- Showing and Hiding Columns
- What the students see

Your Questions
“Needs Grading”
There are several ways to access the student work. You can click the student’s name...
Or you can click on the drop down arrow next to the item name.

Click on the drop-down arrow to get the menu.
Either choice takes you to this grading screen.
There are options for viewing the grading screen.

This button expands the screen to the right, hiding the grading panel.

This one expands the screen on the left. It hides your Course Menu.
Also, you can hide your course menu at any time by rolling your mouse along the right side of the course menu until you see the left arrow appear. Click on that arrow to hide the menu.

Do the same thing to make the menu appear again.
Click on the grade field in the blue “Attempt” area or click the itty-bitty down arrow below to access your rubric or add feedback.
If you have a rubric associated with this assignment it will appear on this panel.
Let’s talk about what the students see when they submit an assignment.
This is the submission screen from the student perspective. The student can submit by writing in the “Text Submission” area or uploading an attachment. They can also add comments.
If the student typed something in the “Text Submission” area, that will be what you see in the document window.
To switch to the attached document, click on the file name below the “Submission Text.” You can also open the document the “old” BB8 way by clicking on the icon to the left of the document name or next to the “Comment” link.
This comparison shows where student submissions show up on the grading page.
You can edit directly on the document using the “Comment” tools.

Click here for the comment tools.

Blackboard Tips Sheet

First, make sure and check with your professors to find out which version of Blackboard they're using this fall. Fall 2013, professors will decide if their class is on Blackboard 8 (old Blackboard) or Blackboard 9 (new Blackboard). During the Spring 2014 semester, all classes will
You can point to a specific line or area and comment.
You can draw, highlight or add text. You can also delete any markups by clicking on them and clicking “Cancel” or “Delete.”
“Full Grade Center”
Screen Reader Mode: Grade Center data appears in a simplified grid. The table is static and you type grades on the Grade Details page accessed from the cell’s contextual menu. You cannot freeze columns or edit inline, making it easier to navigate by keystroke and accommodate screen readers. When the Grade Center is first accessed by users with screen readers, users are immediately given a choice whether to use this non-interactive view before progressing any further.
You can add rubrics through the grade center columns. Select “Edit Column Information” from the contextual menu next to the column heading.

The “Add Rubric” button is just below the “Points Possible.”
If your column names are long and you can’t figure out which column is which, use the “Grade Information Bar.”
Just like in Blackboard 8 you can add columns manually. You can also create columns that add up other columns (Calculated columns).
To determine which columns you want to add up, select a calculated column (Total or Weighted Total) and choose “Edit Column Information.”
Choose "Selected Columns and Categories."

Highlight the columns you want to add and click the arrow to move them to the "Selected Columns."

You can also select whole categories to move over or a combination of both.
The black circle with the red line through it next to the column heading indicates whether a student can see that column.
Use “Column Organization” to order your columns and also to hide and un-hide them from your Instructor view.
“My Grades”
What the students see.
To View a test the student should click on “My Grades” on the Course Menu. Then click on the test link under the word “Graded”.

Then click on their score to bring up their exam. They will see all the questions if the instructor allows it.
Resources

http://blackboardlearn.com/BIE

http://blackboard.com/faculty
Grade Center

The Grade Center in Blackboard Learn is more than just a way to record students' grades. It is a dynamic and interactive tool, allowing you to record data, calculate grades, and monitor student progress. You can generate reports to communicate information to parents, administrators, and other stakeholders. You can determine which assigned grades to show to your students in My Grades, including columns displaying performance results.

In the Grade Center, you can provide and manage your students' grades for assignments, tests, discussion posts, journals, blogs, and wikis, and for ungraded items, such as surveys or self tests. You can also create grade columns for any activities or requirements you want to grade, such as special projects, participation, or attendance.

Note: Your institution controls whether this tool is available.

In this section...

- About the Grade Center
- Setting Up the Grade Center
- Creating and Managing Grade Center Columns
- Entering Grades
- Viewing Grade Details
- Including Comments With a Grade Entry
- Overriding Grades
- Curving Grades
- Deleting and Clearing Grades
- Working With the Grade History
- Calculating and Exempting Grades
- Sending Email From the Grade Center
- Viewing Grade Center Statistics