

UW Colleges Instructional Technology

D2L Gradebook

August 31, 2007

Please check (✓) in!

ADM	Manitowoc	Richland
Baraboo	Marathon	Rock
Barron	Marinette	Sheboygan
Fond du Lac	Marshfield	Washington
Fox Valley		Waukesha

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Grade Calculations: Weighted (percentage) vs Points vs Formula System

Course Grading Systems
Changing a course's grading system affects all grade items and categories. It is not recommended that you modify the grading system since this course contains 13 items or categories.

"Weighted" System
Under the weighted system, grade categories are assigned a weight as a percentage of the final grade, and grade items are assigned a weight as a percentage of their parent category (or of the final grade if they have no parent category).
Example: Assignments Category (20% of final grade)
- Assignment 1 Item (50% of Assignments)
- Assignment 2 Item (50% of Assignments)
Final Exam Item (80% of final grade)
Final Grade: /100%

"Points" System
Under the points system, items are given a weight in points. Categories are then weighted by the sum of the points of their child items and the final grade becomes the total number of points of all the items.
Example: Assignments Category (40 points)
- Assignment 1 Item (20 points)
- Assignment 2 Item (20 points)
Final Exam Item (200 points)
Final Grade: /240 points

"Formula" System
Under the formula system, the final grade is calculated based on a custom-defined formula.
Example: Final Grade = (MAX(Assignment 1 Item, Assignment 2 Item)) + Final Exam Item / 100 points

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Final Grade Calculation

Final Grade Release

Release Adjusted Final Grade to students
When a student has their Final Grade value set to be released in the Final Grades area, it is the grade value contained in the Adjusted Grade field that is released to the student as their Final Grade.

Release Calculated Final Grade to students
When a student has their Final Grade value set to be released in the Final Grades area, it is the grade value contained in the Calculated Grade field that is released to the student as their Final Grade.

Final Grade Calculation

Include Non-Graded Items in Calculated Final Grade and Adjusted Final Grade
When calculating a user's calculated and adjusted final grades, treat grade items with no grade value as a grade value of 0 for that user. If this option is not checked, grade items where a user does not have a grade value will be ignored when that user's final calculated and adjusted grades are calculated.
Note: If this value is changed, all final grades will become out of date and will require re-calculation.

Automatically Keep Calculated Final Grade Updated
When any change is made that affects final grade calculations (i.e., modifying a user's grade, changing the "bonus" property of a grade item) the final calculated grade will re-calculate automatically. If this option is not checked, the final calculated grade must be manually recalculated. Out of date final calculated grades are indicated with a calculator icon.

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Grade Schemes

- Default
- Organizational Schemes
- Personal Schemes
 - They copy from one course to another
 - Students can see the name of the scheme
- In order to use E-Grades – A letter grade is required for the Final Grade

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Grade Display Options

Grades List Display Options Grade Schemes Grade Calculations

The following are settings for viewing the grades list and managing grades

Display Settings

Personal Display Options

Show additional user details: Username StudentID Email

Show additional grade details: Grade Colors Points Grade Percent

Repeat user details every: 10 grade items

Repeat final grade at start:

Course Display Options

Show points to students:

Show Final Grade calculation formula to students:

Number of decimal places to show to students: 2

Number of decimal places to show to instructors: 2

Number of characters to show for text type items in the Grades List: 15

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Categories

- Weighted System
 - significant issues, especially if percentages don't add up to 100%
- Points System
 - you can add or removed categories without significant problems

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Importing Grades

- Create Gradebook in D2L
- Next Export
- Import only the needed columns
- Remove student ID from export columns to avoid problems with leading zeros

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Backing up the Gradebook

- Save early and save often when entering grades
- Export the Gradebook regularly
 - after each graded item is entered
 - after each grading period/module

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Key Gradebook Items

- Select Box uses the lower limit, not the midpoint or upper limit
 - Ex. A=92-100, B=84-92; four A's and a B
 $(92 * 4 + 84) / 5 = 90.4 = B$
- Check Boxes have three states
 - Not checked, checked, unchecked
 - Null, full points, 0 points
 - Once checked, you cannot change it to unchecked

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Dropping the lowest grade

- The perils of setting it too early
 - Panic
 - Processing speed is really slowed down
- Will drop a 0 (zero), but not a null grade
 - So, once an item expires, enter zeros for non-submitted items.
- Key point: turn on the "Drop lowest grade" at the end

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Bonus Items

- Weighted System
 - Bonus item must be part of a regular category or an individual item not in a category
 - Cannot have a "Bonus" category
- Points System
 - Put it in anywhere
- Bonuses will only take a grade up to 100%

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Edit All Grade Items

- Good for tweaking item points and percentages, especially in categories
- Can be a bit slow

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Release Columns to Students

- Release by date or by check box for regular grade items
- Release Final Grades in Set Final Grades (Check box only) Look for the .@.

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Calculating Final Grades

- Save the results
- Double-check the results
 - Did it drop items correctly?
 - Did it calculate all grades?
 - Export Gradebook to check this
- Recalculate all Final Grades (and Save)
- Recalculate Adjusted Grades
- For E-grades Final Grades must be letter grades.

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Online Testing and the Gradebook

- Browser may hang up when student submits quiz
- Instructor manually updates the quiz grade
- This is a “Best Practice” after every quiz closes, especially with multiple attempts
- Good News: the quiz results are never lost (as long as students save as they go)

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Best Practices

- Select Point System – if possible
- Deselect Update Final grade option
- Do not set up “Drop lowest grade” until end
- Export grades regularly
- Import only needed columns
- If it doesn’t look right, check it out!
- Use a Grade Scheme (letter grades) for final grade

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Questions?

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