Associate a Grading Schema

Overview

This tutorial will show you how to **Associate a Grading Schema** with an activity. If you have created multiple Grading Schemas, you must Associate each schema to an activity to see changes to students’ grades; otherwise, the default “Letter” Grading Schema will be used.

Quick Steps

Control Panel > Grade Center > Full Grade Center > Column(s) Item Options > Display Settings

Procedure

To **Associate a Grading Schema** with a graded activity, you must first access the Full Grade Center. The Full Grade Center can be found in the *Course Management* navigation pane beneath the *Control Panel* section. Click on *Grade Center* [1], and then click on the “Full Grade Center” option [2].

You can **Associate a Grading Schema** in two ways:
Option 1

A Grading Schema can be attached to a new activity by creating a new column. Click the Create Column tab [1] on the Action Bar to open the Create Grade Column page.

Following the Description editor are two drop-down fields: the first is titled “Primary Display” [2] and the second is titled “Secondary Display” [3]. The “Primary Display” field changes the Grade Schema in both the Grade Center and the My Grades tool, while the “Secondary Display” field only changes the Grade Schema in the Grade Center. We recommend using “Primary Display.”

When you have finished customizing the assignment, click the Submit button [4].
Option 2

Another option is to tie the Grading Schema to an existing activity. From the Full Grade Center, locate the activity you want to update to the new Grading Schema among the column headings. Open the Item Options menu by clicking on the grey, drop-down arrow beside the activity’s title [5] and select “Edit Column Information” [6].

Following the Description editor, you can assign a Grading Schema to either the “Primary Display” field or the “Secondary Display” field [7]. We recommend using “Primary Display.”

When you have finished customizing the assignment, click the Submit button.