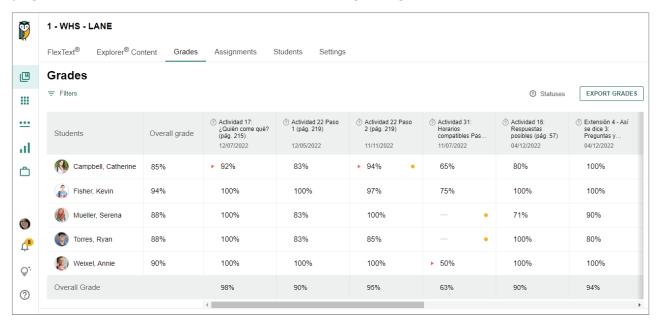


# Explorer® Class: Grades

The Grades page shows the results of student (and your own) task activity submissions. Use this page to review student task details, access the grading and feedback window, and view scores.



# **Gradebook Features - Teacher Overview**

EXPORT GRADES Export

Select the **Export Grades** button to download the Grades tab as a detailed spreadsheet.

- Statuses Statuses
  - Requires grading

Indicates there is at least one student attempt that requires manual grading.

Not graded

Indicates that a student has not yet submitted or because their submission needs manual grading.

Overdue submission(s)

Indicates that a submission associated with the displayed grade was submitted after the due date or that the submission is past due.

### ∓ Filters

Apply filters related to activities, date ranges, sections, and attempt details. Please note that the Filters button will be enabled after one task activity has been submitted.

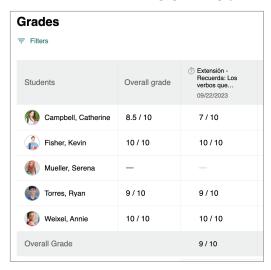


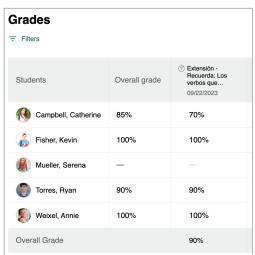
TIP: Apply the Not assigned, but attempted by students filter to view unassigned but completed student submissions.



# **Grading Preferences: Points or Percentage**

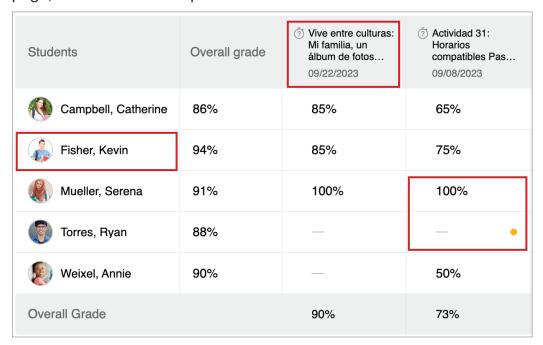
Teachers are able to choose between a point-based or percentage-based gradebook. For more information on setting grading preferences, please see the Settings Guide.





# **Accessing Student Task Submissions**

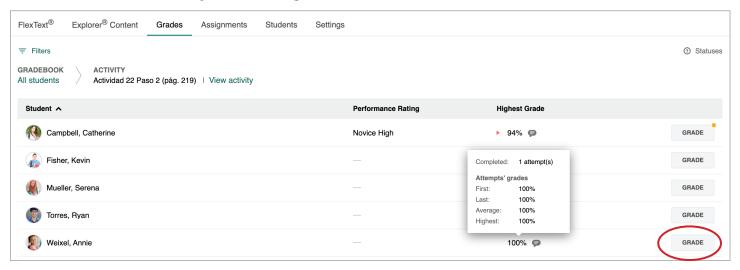
The Grades page provides multiple ways to access student task submissions and view task activity details. Task submissions can also be accessed from the Explorer® Content page, Assignments page, and FlexText® compass icon.



- Select the **title of a task activity** to view the individual task activity detail page.
- Select a **student's name** to view the individual student grades page.
- Select a task activity cell to access a task submission directly in the grading and feedback window.

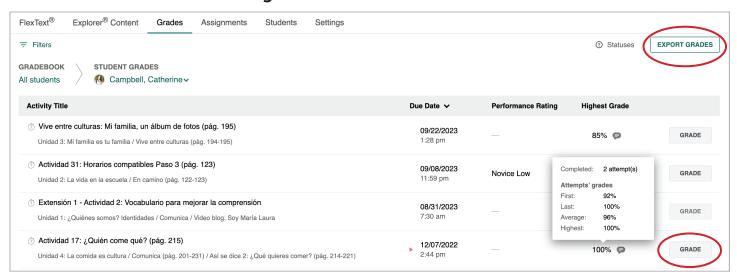


# **Individual Task Activity Detail Page**



- Select the Grade button to access student task submissions in the grading and feedback window.
- · Hover over a task submission score to view attempt details.
- Select a **student's name** to access the individual student grades page.

# **Individual Student Grades Page**



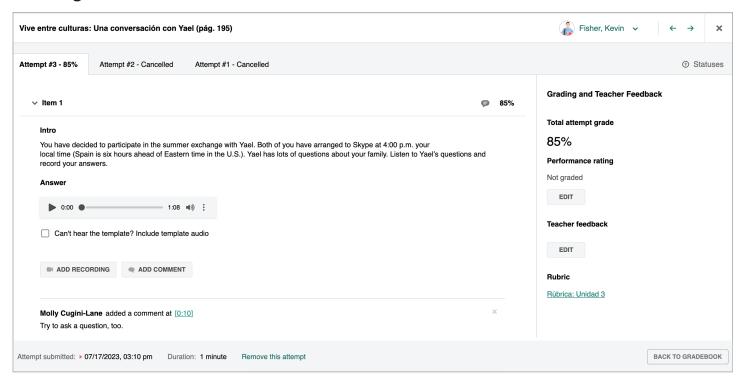
- Select the **Grade** button to access student task submissions in the grading and feedback window.
- Hover over a task submission score to view attempt details.
- Select the Export Grades button to download an editable document that contains a list of the student's assigned task activity submission details, performance ratings, overall grade, and teacher feedback.



# **Grading and Feedback Window**

Teachers can review student task submissions and provide feedback using the tools in the grading and feedback window.

# **Grading Tools**



### Student submission navigation

Use the student drop-down menu or the navigation arrows to navigate between student submissions.

### **Attempt Tabs**

Select the **individual Attempt tab(s)** across the top of a student submission to access multiple attempts.

### Submission details

View date, time, and duration details for each submission at the bottom of the window.

### Remove Attempt

Select Remove this attempt to delete an individual attempt.

### Individual item grade

Modify individual item scores by entering a numeric grade into the text field. The total attempt grade will automatically recalculate.



### Total attempt grade

Select **Edit** to adjust a student's total attempt grade on autograded tasks or enter a score for manually graded tasks.

### Performance rating

Select **Edit** to add a performance rating to integrated performance assessment tasks and also long answer, audio and video recording, file upload, and comparative recording unit task activities.

### Teacher Feedback

Select **Edit** to provide written, audio, or video feedback.

### Rubrics

Select the **linked Wayside® Publishing rubric** that corresponds to the student task submission.

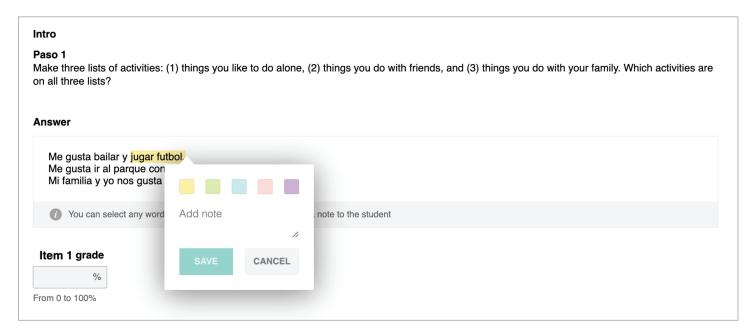
# Fisher, Kevin Statuses Grading and Teacher Feedback Total attempt grade 85 % From 0 to 100% Performance rating Select performance rating Select performance rating Save CANCEL Teacher feedback Start typing your comment here...

# **Adding Inline Comments**

Inline comments can be added to student written responses and audio or video recordings using built-in features.

# **Written Responses**

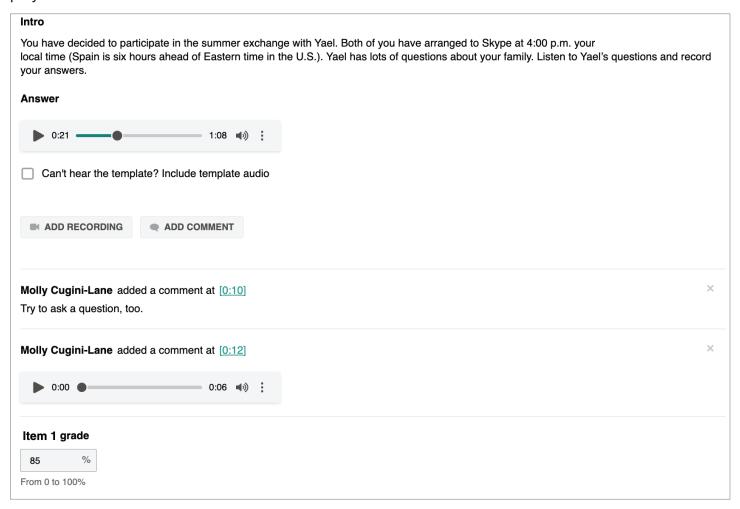
Some tasks allow students to enter a written response into a text entry field. You can highlight and leave notes on student written responses by selecting text, selecting a highlight color, and adding comments to the **Add note** section.





## **Audio or Video Response**

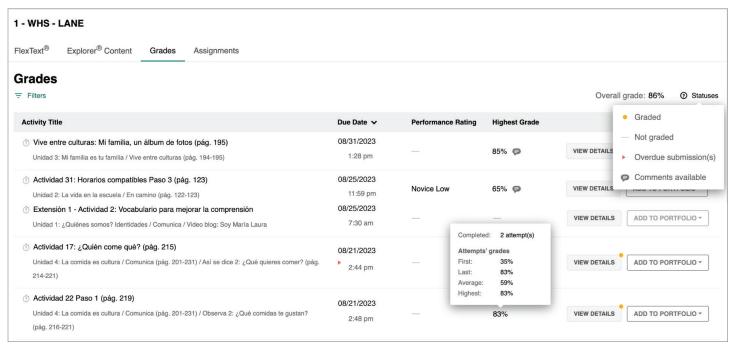
Some tasks provide students with the ability to record an audio or video response. You have the option to add timestamped audio, video, or written comments to a student's audio or video response by selecting **Add Recording** or the **Add Comment** button while the student audio or video recording plays.





# **Gradebook Features - Student Overview**

The Learning Site® Grades experience for teachers and students is similar with some differences in features, views, and actions.



- Students see only their own submissions and grades.
- The overall grade is available for student view.
- · Status indicators are visible.
- Completed tasks can be added to the integrated Portfolio.