

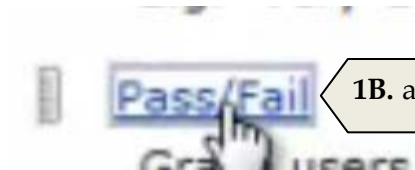
# Creating a Pass-Fail Grade Item

In this tutorial we will learn how to add a pass/fail grade item to your grades. This item will grade students on a pass/fail grade scheme.

## Step 1. General Setup for Pass-Fail Item



1A. To begin click on new item



1B. and then pass/fail.

General

Type: Pass/Fail

\* Name: Conference

Short Name:

Category:

\* Max. Points:

None  
Assignments  
Quizzes  
Exams  
Participation  
Group Dropboxes

1D. and can enter a short name.

1C. You must enter a name

Remember that the short name is the name that will be displayed in the gradebook.

1E. You can also categorize the item if you want.



1F. To enter a description of the item click the corresponding pull down arrow.

# Step 2. Grading Setup for Pass-Fail Item

**2A.** You need to enter a maximum number of points that the item can receive.

Max. Points: 5

Bonus:

**2B.** You can check the bonus box if you want this item to be a bonus item. If it is a bonus item the score received will be added on top of the calculated grade.

Exclude from Final Grade Calculation:

**2C.** You can also exclude this item from the final calculated grade by checking the respective box.

**2D.** The grade scheme option lets you choose which grade scheme to grade the item with. It is recommended to leave the grade scheme as is.

Grade Scheme: -- Default Scheme -- (Percentage)   
Rubrics: Percentage  
In Progress Final  
Lab Grade Scheme  
P/F Only Final

## Display Options

Show Display Options

**2E.** To change the display options click the pull down arrow.

Cancel

**2F.** When you have finished editing this screen click save.

Save

The restrictions and objectives tabs will be covered in another tutorial as will rubrics. In this tutorial we learned how to add a pass/fail grade item.