

Creating a Weighted Grading System

In this tutorial we will learn how to create numeric grade items with a weighted grading system. For this tutorial suppose your course has different weights for each category. Note that you can't create an item without putting it in a category. Let dropbox assignments be worth 40%, participation is worth 10%, and the tests are 50% of the total grade. Currently we have three tests but as instructors we believe we may add more. There are two dropbox assignments, one midterm project and one final project, the midterm is worth 40% and the final is worth 60%. There is one item in the participation category that is worth 100%.

Grades List

 Grades List
  New Item
  New Category
  Reorder
  Delete

<input type="checkbox"/>	Grade Item	Type	Association	Max. Points	Weight	Actions
<input type="checkbox"/>	Dropbox Assignments				40	
<input type="checkbox"/>	Midterm Project	Numeric	-	100	40	
<input type="checkbox"/>	Final Project	Numeric	-	100	60	
<input type="checkbox"/>	Participation				10	
<input type="checkbox"/>	Participation	Numeric	-	50	100	
<input type="checkbox"/>	Test				50	
<input type="checkbox"/>	Chapter 1	Numeric	-	100	33.3	
<input type="checkbox"/>	Chapter 2	Numeric	-	100	33.3	
<input type="checkbox"/>	Chapter 3	Numeric	-	100	33.3	
<input type="checkbox"/>	Final Calculated Grade					
<input type="checkbox"/>	Final Adjusted Grade					

Step 1. Creating Dropbox Assignment Category



1A. First click on new category

General

* Name:

1B. then name it dropbox assignments.

Short Name:

1C. You can enter a short name, this will display in the grade book to save space.

Show Description

1D. By clicking the show description arrow you will be able to add a description about the category.

Grading

Weight:

1E. Next enter a weight, for this category the weight is 40%.

Grading

Weight:

Allow category grade to exceed category weight

Distribution: Manually assign weight to items in the category

1F. If you are planning to allow the category grade to exceed the category weight please check this box.

Grading

Weight:

Allow category grade to exceed category weight

Distribution: Manually assign weight to items in the category

Distribute weights by points across all items in the category

Distribute weight evenly across all items

Number of highest non-bonus items to drop for each user

Number of lowest non-bonus items to drop for each user

1G. Since we are planning to assign different weights to the midterm and final projects we will choose manually assign weight to items in the category.

Display Options

Submission View: Display class average to users

Display grade distribution to users

1H. You can also show display options by clicking the drop down arrow and deciding which choices you would like.

1I. Click save when you have finished



1J. and then grades list.

Step 2. Creating a Participation Category



2A. To create the participation category click on new category

General

* Name: Participation 2B. and name it.

Short Name:

[Show Description](#)

Grading

Weight: 2C. Then set the weight as 10%

Allow category grade to exceed category weight 2D. and choose to manually assign weight to items in the category.

Distribution: Manually assign weight to items in the category

Distribute weights by points across all items in the category

Number of highest non-bonus items to drop for each user

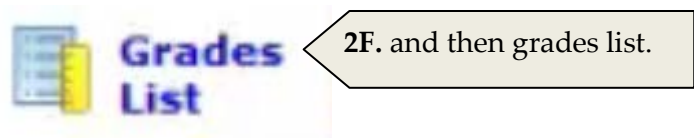
Number of lowest non-bonus items to drop for each user

Since there is only one item in this category, it will be worth 100% of the category.

Display Options

[Show Display Options](#)

2E. Click save when you have finished



Step 3. Creating a Test Category

* Name: Test

Short Name:

[Show Description](#)

Grading

Weight: 3A. For the test category, the weight is 50%

- Distribution:
- Manually assign weight to items in the category
 - Distribute weights by points across all items in the category
 - Distribute weight evenly across all items

3B. and we will choose distribute weight by points across all items in the category because each test is equally weighted.

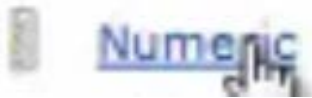
This option allows us to add extra tests because when we do, the system will adjust the weight of each test. Please note that you can distribute weight evenly across all items and ignore a number of the highest or lowest scored items from the final grade for each user.

Step 4. Creating Items

Now we will create grade items for each category.



4A. First click new item



4B. and then choose the numeric type.

General

Type: Numeric

* Name: Midterm Project

4C. You must name the item and can set a short name.

Short Name:

Category: None

Show Description

- None
- Dropbox Assignments (% of final grade)
- Participation (40% of final grade)
- Test (10% of final grade)

4D. We will add our item to the dropbox category

Grading

[Show Description](#)

4E. You can add a description of the item by using the drop down arrow.

Grading

* Max. Points: 100

4F. You can enter a maximum number of points which will match your rubric.

* Weight: 40

Note that increasing or decreasing the maximum value of the item will have no effect on the final grade of the course.

* Max. Points: 100

* Weight: 40

4G. The next box is the important one, this sets the weight of the item within the category. So the dropbox assignments are worth 40% of the total grade but this particular item, the midterm, is worth 40% of the 40% of the final grade.

Can Exceed:

4H. Checking the can exceed box will allow you to assign a score that exceeds the maximum score.

4I. The bonus box will allow you to create bonus assignments within the

Can Exceed:

Bonus:

Grade Scheme: -- Default Scheme -- (Percentage) ▾

4J. You can change the grade scheme and attach a rubric if you wish. You can modify display options by clicking the drop down arrow.

Grade Scheme: -- Default Scheme -- (Percentage) ▾

4K. You will repeat this process to add all the items needed in each category, make sure you set the appropriate weight for each item in the correct category. If you have selected to distribute the weight evenly across all the items, when you add a new item you will not be asked to enter a weight.

In this tutorial we learned how to create numeric grade items in a weighted grading system.