


Grade Assignment

| Select | User picture | First name / Last name | ID number | Email address | Department | Status | Group | Grade | E |
|--------------------------|---|------------------------|-----------|----------------------------|------------|---------------------------------|--------|--|---|
| <input type="checkbox"/> |  | Sandbox Student 1 | | sdstudent1@invalid.noemail | | Submitted for grading Graded | group1 | <button>Grade</button> 69.00 / 100.00 | E |

The example of Assignment grading page

Overview:

This guide shows you how to grade submissions within the Assignment activity on the Learning Mall Core

What to know:

The ability to grade submissions within the Assignment activity environment provide the user with greater flexibility and choice when grading student submissions, including giving assignment grades, feedback, feedback files, etc.



 Please be noted that by default, your grades and feedback in the assignment will be released to your students immediately after you save the information. If you don't want to release the grades and feedback immediately, please check the user guide about [How to hide grades](#) , [How to use the marking workflow](#) or [How to hide grader identity](#) .



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Step 1: Assignment activity

Go to your Assignment activity on your module page

▼ Topic 2 

 ASSIGNMENT
Test assignment 

Mark as done 

 Add an activity or resource

Step 2: View submission

Click on the 'View all submissions' button




[View all submissions](#) [Grade](#)

Grading summary

| | |
|----------------------|----------------|
| Hidden from students | No |
| Participants | 6 |
| Submitted | 1 |
| Needs grading | 1 |
| Time remaining | 6 days 9 hours |

Step 3: The submission page

Here, you can see the list of students in the assignment and their submissions. Please find a assignment you want to see and grade. For example, you want to grade the assignment of example student Please click the 'Grade' button in the 'Grade' column.

| Select | User picture | First name / Last name | Email address | Status | Grade | Edit | Last modified (submission) | Submission comments | File submissions |
|--------------------------|---|-----------------------------|----------------------|-----------------------|-----------------------|--------|----------------------------------|------------------------------|--|
| <input type="checkbox"/> |  | Student One | student1@nonmail.com | Submitted for grading | Grade | Edit ▾ | Wednesday, 21 June 2023, 2:32 PM | Comments (0) |  Sample Assignment File.pdf 21 June 202 |
| <input type="checkbox"/> |  | Student Two | student2@nonmail.com | No submission | Grade | Edit ▾ | - | | |

Step 4: Providing feedback

1. You can grade the specific submission by placing the mark in the 'grade out of 100'.
2. You can give feedback in the 'feedback comments'.
3. You can also upload a feedback file for the assignment.

The screenshot shows the 'Grade' interface. At the top, there's a 'Grade out of 100' section with an input field. Below it, the 'Current grade in gradebook' is 'Not graded'. The 'Feedback comments' section has a rich text editor with various formatting tools. Below that, the 'Feedback files' section shows a file upload area with a 'Maximum size for new files: Unlimited' label.

Step 5: Saving changes

Final, please remember to click 'save changes' or 'Save and show next' to save your grade and feedbacks.

Otherwise, you will LOSE YOUR WORK when you come to other pages.


The screenshot shows the bottom of the 'Grade' interface. It includes a 'Notify student' checkbox with a help icon, and three buttons: 'Save changes', 'Save and show next', and 'Reset'.

Step 6: Viewing grade and feedback information

After the grade, you can see your grade of the assignment in this page. Also, if you scroll right the page (as shown with a arrow), you can see all of the grade information of the assignments.

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|--------------------------|--------------|------------------------|-----------|----------------------------|------------|---------------------------------|--------|---|---|
| <input type="checkbox"/> | | Sandbox Student 1 | | sdstudent1@invalid.noemail | | Submitted for grading Graded | group1 | Grade 69.00 / 100.00 | E |

If you scroll to the right of the screen you will find further information regarding the grade and feedback ex: feedback, feedback files and final grade.

| Feedback comments | Annotate PDF | Feedback files | Final grade |
|--|--------------|--|----------------|
| This was good work, just needs some minor adjustments. | |  feedback to student1.pdf 19 October 2023, 3:22 PM | 69.00 / 100.00 |

Next steps:

Now that you have finished learning how to you might want to review:

- [Marking PDF Submissions Online](#)

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Online URL: <https://knowledgebase.xjtlu.edu.cn/article/grade-assignment-137.html>