

# How to Override Group Scores for Individual Student

<input type="checkbox"/>	SO	Student One	student1@nonmail.com	Submitted for grading Graded	Group 1	Grade 70.00 / 100.00	Edit ▾
<input type="checkbox"/>	ST	Student Two	student2@nonmail.com	Submitted for grading Graded	Group 1	Grade 75.00 / 100.00	Edit ▾
<input type="checkbox"/>	ST	Student Three	student3@nonmail.com	Submitted for grading Graded	Group 2	Grade 60.00 / 100.00	Edit ▾
<input type="checkbox"/>	SF	Student Four	student4@nonmail.com	Submitted for grading Graded	Group 2	Grade 60.00 / 100.00	Edit ▾
<input type="checkbox"/>	SF	Student Five	student5@nonmail.com	Submitted for grading	Group3	Grade -	Edit ▾
<input type="checkbox"/>	SS	Student Six	student6@nonmail.com	Submitted for grading	Group 1	Grade 50.00 / 100.00	Edit ▾

An example of different scores for the students in a group submission assignment

## Overview:

This guide will show you how to override the group score and feedback for an individual student within groups.

## What to know:

To conduct a group assignment, there are several prerequisites set-up to make sure the submissions are implemented on behalf of the groups:

1. Create several student groups to cover all relevant students groups;
2. Create a grouping to cover all the groups in question;
3. Apply this grouping in the assignment dropdown and enable "Student submit in groups";

It is only necessary for one group member to make the submission on behalf of the group. Other group members will be automatically recorded as submissions completed. If the teacher grade only one of the submissions, the scores will then be applied to all the other group members, which means all the group members will receive the same score for the group submission.

Sometimes, if the teacher wishes to provide various scores and feedback to individual students, this can be achieved by uploading the grading sheet.

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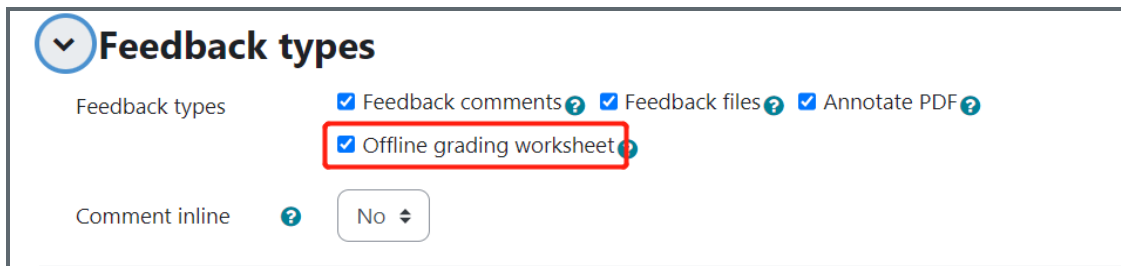
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## Step 1: Enable offline grading worksheet

Click the "Edit setting" button for the dropbox and navigate to "Feedback Types" option. Make sure the offline grading worksheet is clicked.



## Step 2: Download the grading worksheet

Go back to the dropbox and click "view all submissions".

Assignment Settings Advanced grading Export Download renamed submissions More

Mark as done

**Opened:** Tuesday, 20 June 2023, 12:00 AM  
**Due:** Tuesday, 27 June 2023, 12:00 AM

View all submissions

### Grading summary

Separate groups (Grouping for group submission)

<b>Hidden from students</b>	No
<b>Groups</b>	3
<b>Submitted</b>	3
<b>Time remaining</b>	6 days 10 hours

In the grading view, click "Grading action" and choose "Download grading worksheet".

### Submissions

Grading action: Choose...

Separate groups: Choose... **Download grading worksheet** Participants

First name: All Upload multiple feedback files in a zip View gradebook

Last name: All A B C D E F G H I J K L M N O P Q R S T U V W X Y Z

Select	User picture	First name / Last name	Email address	Status	Group	Grade	Edit	Last modified (submission)	Submission comments	File submissions
<input type="checkbox"/>		Student One	student1@nonmail.com	Submitted for grading Graded	Group 1	Grade 80.00 / 100.00	Edit	Tuesday, 20 June 2023, 1:35 PM	Comments (0)	student1 assign
<input type="checkbox"/>		Student Two	student2@nonmail.com	Submitted for grading Graded	Group 1	Grade 80.00 / 100.00	Edit	Tuesday, 20 June 2023, 1:35 PM	Comments (0)	student1 assign

### Step 3: Edit the grading worksheet

All the group members from the same group are marked with the same score and feedback.

1	A	B	C	D	E	F	G	H	I	J	K	L
2	Participant	Student One	student1@	Submitted	Group 1	80	100	Yes	Tuesday, 20 June 2023, 1:43 PM	Tuesday, 20 June 2023, 1:43 PM	This is good	
3	Participant	Student Two	student2@	Submitted	Group 1	80	100	Yes	Tuesday, 20 June 2023, 1:43 PM	Tuesday, 20 June 2023, 1:43 PM	This is good	
4	Participant	Student Three	student3@	Submitted	Group 2	60	100	Yes	Tuesday, 20 June 2023, 1:44 PM	Tuesday, 20 June 2023, 1:44 PM		
5	Participant	Student Four	student4@	Submitted	Group 2	60	100	Yes	Tuesday, 20 June 2023, 1:44 PM	Tuesday, 20 June 2023, 1:44 PM		
6	Participant	Student Five	student5@	Submitted	Group 3		100	Yes	Tuesday, 20 June 2023, 1:37 PM	Tuesday, 20 June 2023, 1:37 PM		
7	Participant	Student Six	student6@	Submitted	Group 1	80	100	Yes	Tuesday, 20 June 2023, 1:43 PM	Tuesday, 20 June 2023, 1:43 PM	This is good	

Manually edit the different scores and feedback for different group members. Save the feedback file as csv file, which is accepted by the moodle system.

### Step 4: Upload the saved grading worksheet

Go back the grading view and upload the saved grading worksheet.

### Submissions

Grading action: **Upload grading worksheet**

Separate groups: Choose... **Download grading worksheet** Participants

First name: All Upload multiple feedback files in a zip View gradebook

Last name: All A B C D E F G H I J K L M N O P Q R S T U V W X Y Z

After uploading the file, the updated status is as below:



# Test assignment

[Assignment](#)[Settings](#)[Advanced grading](#)[Export](#)[Download renamed submissions](#)[Mark as done](#)

**Opened:** Tuesday, 20 June 2023, 12:00 AM

**Due:** Tuesday, 27 June 2023, 12:00 AM

Updated **3** grades and **3** feedback instances.

[Continue](#)

## Step 5: Updated score and feedback for different group members within a group

You will now find the scores for group members within the same group have different scores as well as the feedback.

<input type="checkbox"/>	SO	Student One	student1@nonmail.com	Submitted for grading Graded	Group 1	<a href="#">Grade</a> 70.00 / 100.00	<a href="#">Edit</a> ▼
<input type="checkbox"/>	ST	Student Two	student2@nonmail.com	Submitted for grading Graded	Group 1	<a href="#">Grade</a> 75.00 / 100.00	<a href="#">Edit</a> ▼
<input type="checkbox"/>	ST	Student Three	student3@nonmail.com	Submitted for grading Graded	Group 2	<a href="#">Grade</a> 60.00 / 100.00	<a href="#">Edit</a> ▼
<input type="checkbox"/>	SF	Student Four	student4@nonmail.com	Submitted for grading Graded	Group 2	<a href="#">Grade</a> 60.00 / 100.00	<a href="#">Edit</a> ▼
<input type="checkbox"/>	SF	Student Five	student5@nonmail.com	Submitted for grading	Group3	<a href="#">Grade</a> -	<a href="#">Edit</a> ▼
<input type="checkbox"/>	SS	Student Six	student6@nonmail.com	Submitted for grading	Group 1	<a href="#">Grade</a> 50.00 / 100.00	<a href="#">Edit</a> ▼

### Tips:

Make sure the grouping is created to cover all the students in question and the correct grouping is applied before students' submission.

## Next steps:

You may be interested in the following related articles: [Create groups and grouping](#)

Online URL: <https://knowledgebase.xjtlu.edu.cn/article/how-to-override-group-scores-for-individual-student-365.html>