

Allocate Multiple Students to a Grader at Once - Assignment

| Select | User picture | First name / Last name | ID number | Email address | Department | Marker | Grade | Edit | Last modified (submission) | File submissions |
|--------------------------|--------------|------------------------|-----------|----------------------------|------------|------------|-------------------------|------|-----------------------------|--|
| <input type="checkbox"/> | SS | Sandbox Student 1 | | sdstudent1@invalid.noemail | | Ping Zhang | Grade 90.00 / 100.00 | Edit | Monday, 4 March 2024, 14:47 | Sample File.pdf Turnitin ID: 23 100% |
| <input type="checkbox"/> | SS | Sandbox Student 2 | | sdstudent2@invalid.noemail | | Ping Zhang | Grade | Edit | Monday, 4 March 2024, 14:48 | student2 assign Resubmit to Tu |
| <input type="checkbox"/> | SS | Sandbox Student 3 | | sdstudent3@invalid.noemail | | Ping Zhang | Grade | Edit | Monday, 4 March 2024, 14:48 | student3 assign Resubmit to Tu |

An example of allocating multiple students to a grader at once

Overview:

This guide will show you how to allocate markers to specific submissions. This could be used to ensure that subject specialists are assigned to mark questions about their specialism.

What to know:

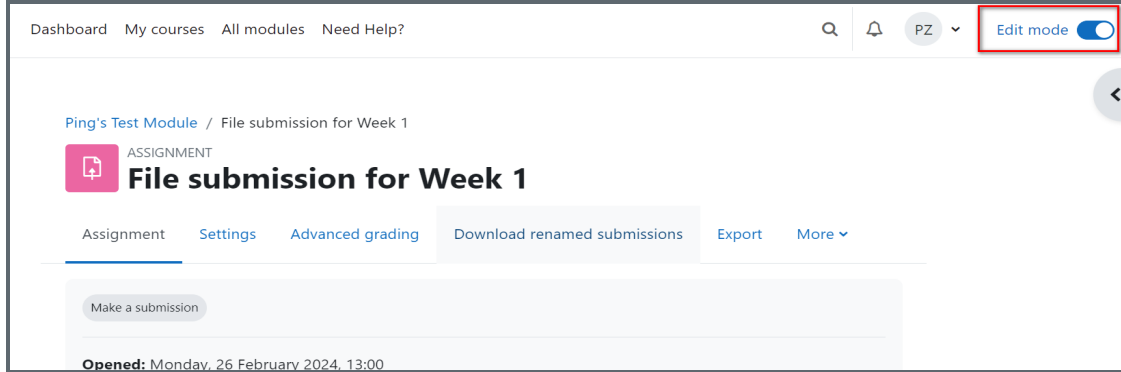
You will have to enable the "Marking Allocation" first in the setting area of Assignment. This can be set up if more than one marker is needed for an assignment.

Table of Contents

- [Step 1: Turn on editing mode in your module area/course](#)
- [Step 2: Go to the Grade section](#)
- [Step 3: Save settings](#)
- [Step 4: View/grade all submissions](#)
- [Step 5: Select all or some of the submissions](#)
- [Step 6: Set allocated marker](#)
- [Step 7: Select markers from the module](#)
- [Step 8: Save changes](#)
- [Step 9: View markers](#)
- [Step 10: Filter markers](#)

Step 1: Turn on editing mode in your module area/course

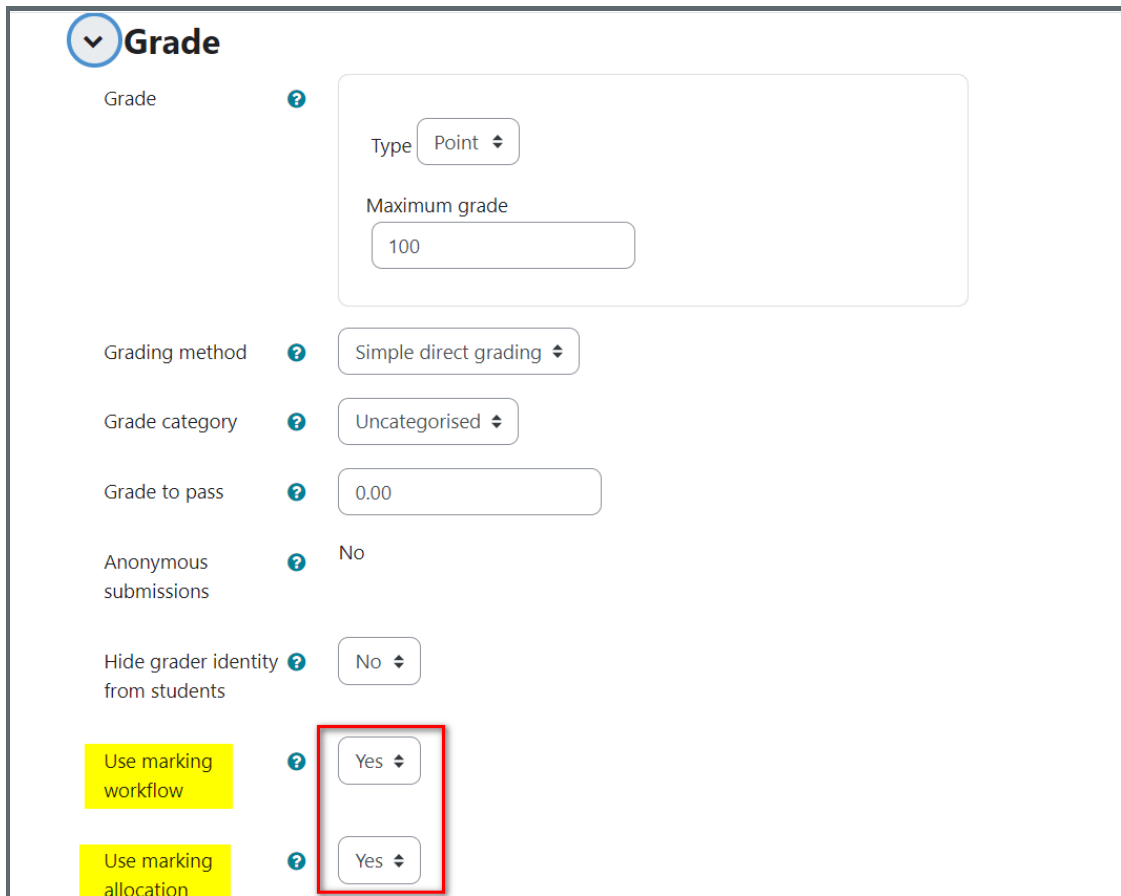
Click the 'Turn editing on' button displayed near the upper right of the module area/course.



Step 2: Go to the Grade section

Go down to the 'Grade' section on the assignment settings page (if grade settings are not displayed click on the arrow symbol to the left to display).

1. Set Use marking workflow to yes.
2. Set Use marking allocation to yes.



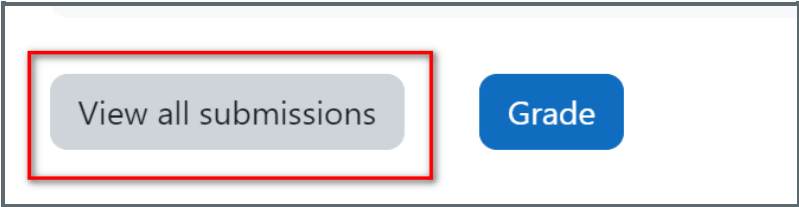
Step 3: Save settings

When you are happy with the settings, click Save and display to return to the activity.



Step 4: View/grade all submissions

In the course in which you have set up the Assignment, click on the link to the activity then click to View/grade all submissions.



Step 5: Select all or some of the submissions

In the Grading table, under the Select column (first column at left), select each student to allocate to a grader.

| Select | User picture | First name / Last name | ID number | Email address | Department | Grade | Edit | Last modified (submission) | File submissions | Submission comments |
|-------------------------------------|--------------|------------------------|-----------|----------------------------|------------|-------------------------|------|-----------------------------|--|---------------------|
| <input checked="" type="checkbox"/> | SS | Sandbox Student 1 | | sdstudent1@invalid.noemail | | Grade 90.00 / 100.00 | Edit | Monday, 4 March 2024, 14:47 | Sample File.pdf Turnitin ID: 2311134884 100% | Comments (0) |
| <input checked="" type="checkbox"/> | SS | Sandbox Student 2 | | sdstudent2@invalid.noemail | | Grade | Edit | Monday, 4 March 2024, 14:48 | student2 assignment.docx Resubmit to Turnitin | Comments (0) |
| <input checked="" type="checkbox"/> | SS | Sandbox Student 3 | | sdstudent3@invalid.noemail | | Grade | Edit | Monday, 4 March 2024, 14:48 | student3 assignment.docx Resubmit to Turnitin | Comments (0) |

Step 6: Set allocated marker

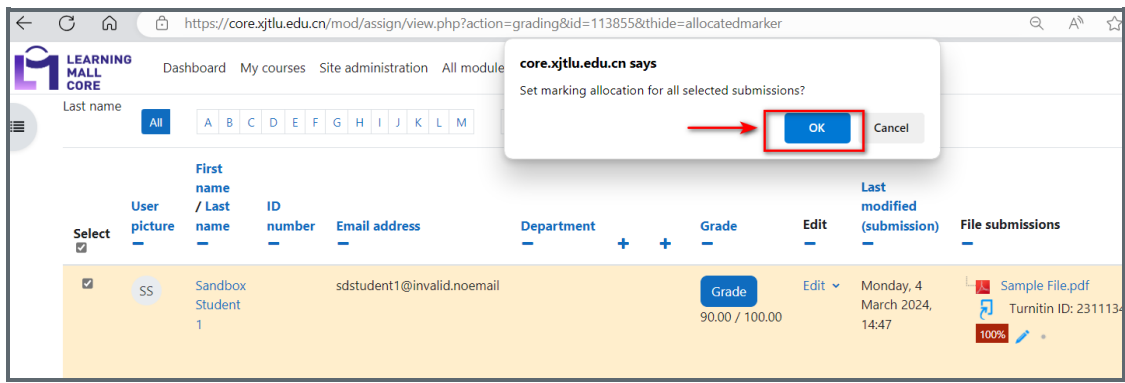
In the drop-down box under the list of submissions, select Set allocated marker and click Go and OK.

| Select | User picture | / Last name | ID number | Email address | Department | Grade | Edit | modified (submission) |
|-------------------------------------|--------------|-------------------|-----------|----------------------------|------------|-------------------------|------|-----------------------------|
| <input checked="" type="checkbox"/> | SS | Sandbox Student 1 | | sdstudent1@invalid.noemail | | Grade 90.00 / 100.00 | Edit | Monday, 4 March 2024, 14:47 |
| <input checked="" type="checkbox"/> | SS | Sandbox Student 2 | | sdstudent2@invalid.noemail | | Grade | Edit | Monday, 4 March 2024, 14:48 |
| <input checked="" type="checkbox"/> | SS | Sandbox Student 3 | | sdstudent3@invalid.noemail | | Grade | Edit | Monday, 4 March 2024, 14:48 |

With selected...

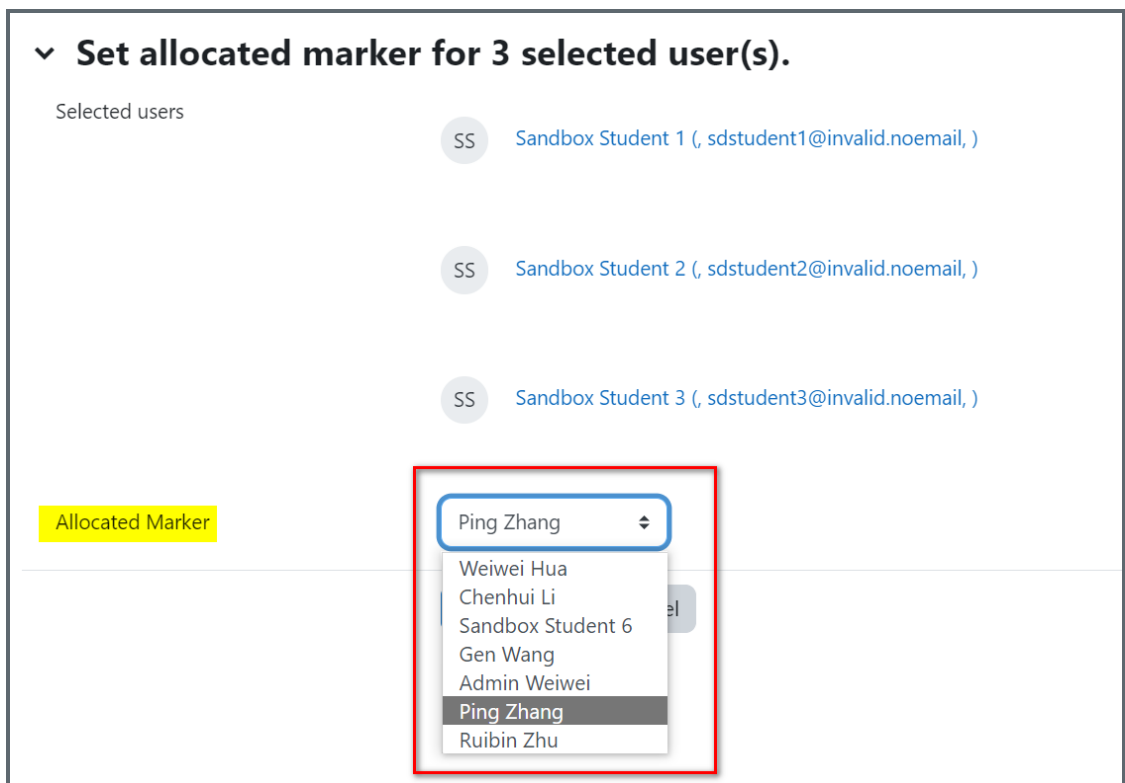
- Lock submissions
- Unlock submissions
- Download selected submissions
- Remove submission
- Grant extension
- Send feedback files
- Set marking workflow state
- Set allocated marker**

Lock submissions Go



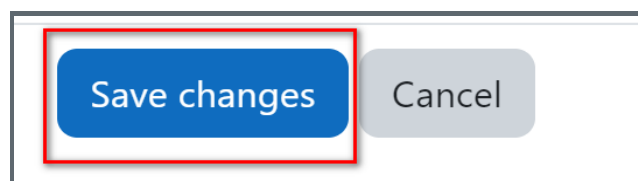
Step 7: Select markers from the module

On the next screen, select the Allocated marker from the drop-down list.



Step 8: Save changes

Click Save changes.



Step 9: View markers

The name of the allocated marker is now shown in the grading screen. When the markers access the Assignment they will only see the submissions which are allocated to them.

| Select | User picture | First name / Last name | ID number | Email address | Department | Marker | Grade | Edit | Last modified (submission) | File submissions |
|--------------------------|--------------|------------------------|-----------|----------------------------|------------|------------|-------------------------|------|-----------------------------|--|
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Step 10: Filter markers

To show your marking allocations, go down to the bottom of the submission list and use the 'Marker filter' where you can select your names from the drop-down list.

Assignments per page: 10

Filter: Submitted

Marker filter

Workflow filter

No filter

No marker

Weiwei Hua

Chenhui Li

Sandbox Student 6

Gen Wang

Admin Weiwei

Ping Zhang

Ruibin Zhu

Tips:

Only module leader can allocate markers in the course. When enabled and set up, markers can enter grades only for their designated students.

Online URL: <https://knowledgebase.xjtlu.edu.cn/article/allocate-multiple-students-to-a-grader-at-once-assignment-378.html>