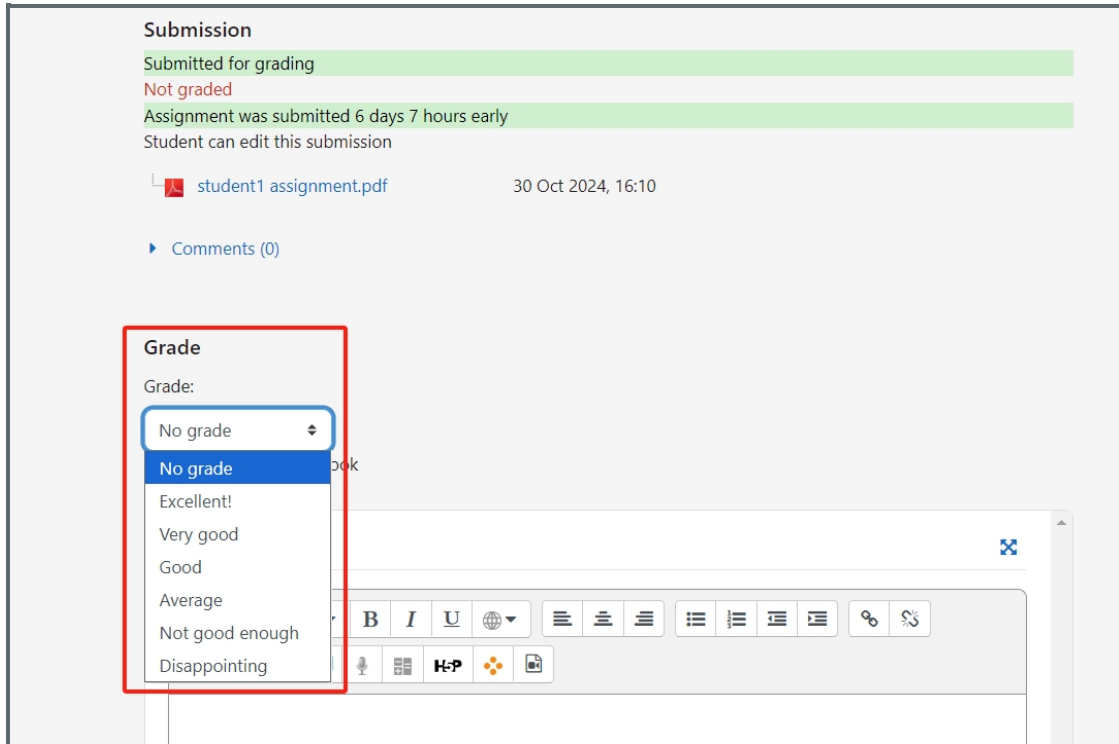


# How to customize Scale



An example of a customized Scale

## Overview:

This guide will show you how to customize your Scale.

## What to know:

Scales provide a means to assess or rate student submissions and monitor activity completion. Instructors can design custom scales unique to their own courses. These scales can be applied in various activities, including forums and assignments, to evaluate and grade student participation and performance.

## Table of Contents

- [Step 1: Open Scales in the Gradebook](#)
- [Step 2: Define Scales](#)
- [Step 3: Choose Scale in the settings of gradable activities](#)
- [Step 4: \[Optional\] Set Grade to pass](#)
- [Step 5: Save](#)

### Step 1: Open Scales in the Gradebook

1. Open Grades tab on the course-level menu
2. Open Grader report dropdown list
3. Choose Scales

# Chenhui's Test Module: View: Grader report

Course Settings Participants **Grades** Reports More ▾

**Grader report** ▾

- View
  - ✓ **Grader report**
  - Grade history
  - Outcomes report
  - Overview report
  - Single view
  - Grade summary
  - User report
- Setup
  - Gradebook setup
  - Course grade settings
  - Preferences: Grader report
- More
  - Scales**

				Chenhui
ID number	Email address	Department	Assig	
	student5@nonmail.com			
	student4@nonmail.com			

Overall average

## Step 2: Define Scales

1. Click Add a new scale
2. Input Name, Scale
3. Save changes

The scale values from low point to high. Please be careful with the sequence of the scale items.

# Chenhui's Test Module: Scales: View

Course Settings Participants **Grades** Reports More ▾

**Scales** ▾ **Add a new scale**

## Course scales





## Chenhui's Test Module: Setup: Edit category

[Course](#) [Settings](#) [Participants](#) [Grades](#) [Reports](#) [More](#) ▾

### Edit category

[Collapse all](#)

#### Grade category

Category name

Aggregation



Natural



[Show more...](#)

### Step 5: Save

Save the settings.

Save and return to course

Save changes

Cancel

Reference:

<https://docs.moodle.org/405/en/Scales>

<https://portal.cca.edu/teaching/teaching-lab/teaching-resources/teaching-and-learning-technologies/moodle/grading-tracking/using-scales-when-grading-faculty/>

Online URL: <https://knowledgebase.xjtlu.edu.cn/article/how-to-customize-scale-398.html>