

Quiz - Manual grading by student

Questions that need grading

Also show questions that have been graded automatically

Student	Attempt	To grade	Already graded	Total
	Attempt 1	1 grade	0	1 grade all

An example of the "Manual grading by student" function

Overview:

This guide will show you how to manually grade essay submissions by student within the Quiz activity and directly type comments and marks.


Table of Contents

- Step 1: [Access the Quiz activity](#)
- Step 2: [Locate "Manual grading by student"](#)
- Step 3: [Choose a group and click to show all questions \(if needed\)](#)
- Step 4: [Click the blue links to go to the grading interface](#)
- Step 5: [Put in your comments and marks](#)

Step 1: Access the Quiz activity

In your module area/course, click the link of the Quiz activity.

▼ **Topic 5**

 [Example Quiz](#)

Receive a grade

Opened: Wednesday, 8 November 2023, 1:31 PM

Step 2: Locate "Manual grading by student"

1. Click the "Results" tab on the course-level menu
2. Click the 'Manual grading by student' in the dropdown menu

Example Quiz

Quiz

Settings

Questions

Results

Question bank

More

Grades

Grades

Responses

Statistics

STACK response analysis

Marks per section

Manual grading

Manual grading by student

Download essay submissions

Archive

Quiz exporting

2

in the report

enrolled users who have attempted the quiz

In progress

Overdue

Finished

Never submitted

Show only attempts

that have been regraded / are marked as needing regrading

Display options

Page size

30

Step 3: Choose a group and click to show all questions (if needed)

1. Choose the group that you intend to grade (if you pre-set the Group mode as "Separate groups ")
2. Click to show those auto-graded questions to override some comments.

Example Quiz

Quiz

Settings

Questions

Results

Question bank

More

Manual grading by student

Separate groups

All participants

All participants

group1

group2

Group A

Group B

Question

ed grading

show questions that have been graded automatically

Student	Attempt	To grade	Already graded	Total
	Attempt 1	1 grade	0	1 grade all

Step 4: Click the blue links to go to the grading interface

Questions that need grading

Also show questions that have been graded automatically

Student	Attempt	To grade	Already graded	Total
	Attempt 1	1 grade	0	1 grade all

Student	Attempt	To grade	Already graded	Total
	Attempt 1	1 grade	0	1 grade all

Step 5: Put in your comments and marks

Put in your comments (optional) and marks, then click "Save and go to the list of attempts".

[illegible]

Online URL: <https://knowledgebase.xjtlu.edu.cn/article/quiz-manual-grading-by-student-64.html>