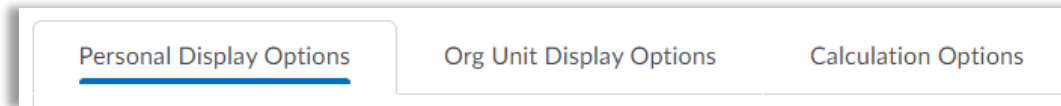
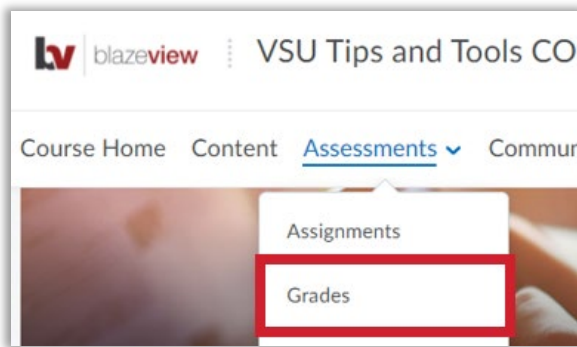


Verifying Final Grade Visibility in BlazeVIEW

Table of Contents

- Verifying Final Grade Visibility in BlazeVIEW 1
 - Setting the Display and Calculation Options..... 1
 - Personal Display Options 2
 - Org Unit Display Options..... 3
 - Calculation Options..... 4
 - Verifying the Final Grade is Released through Grade Columns..... 6
 - Manually Releasing the Final Grade 7
 - Verifying the Final Grade is Released through Student Preview 8




Setting the Display and Calculation Options



Personal Display Options

The Personal Display Options control how the gradebook appears to you, the instructor. Adjust the settings on this tab to fit your preferences.


The **grade scheme color** adds a colored background to each grade. The **grade scheme symbol** adds the student's percentage score for individual grade items.


Quizzes			Assignments	
Module 1 Quiz	Module 1 Practice Quiz	Subtotal	Assignment 1	Subtotal
 60 / 100, 60 %	 70 / 100, 70 %	130 / 200, 65 %	 100 / 100, 100 %	100 / 100, 100 %

Personal Display Options Org Unit Display Options Calculation Options


Managing View Display Options


User Details


Username 

Org Defined ID 

Grade Details

Points grade 

Grade scheme symbol 

Grade scheme color 

Org Unit Display Options

The Org Unit Display Options control what students see when they access their grades. Here are the recommended settings: Check **all** of the boxes on this tab.

Personal Display Options **Org Unit Display Options** Calculation Options

Managing View Display Options

Decimals Displayed *

Number of decimal places to display ?

Student View Display Options

Grade Details

- Points grade ?
- Grade scheme symbol ?
- Grade scheme color ?

Decimals Displayed *

Number of decimal places to display ?

Characters Displayed *

Number of characters to display for Text items ?

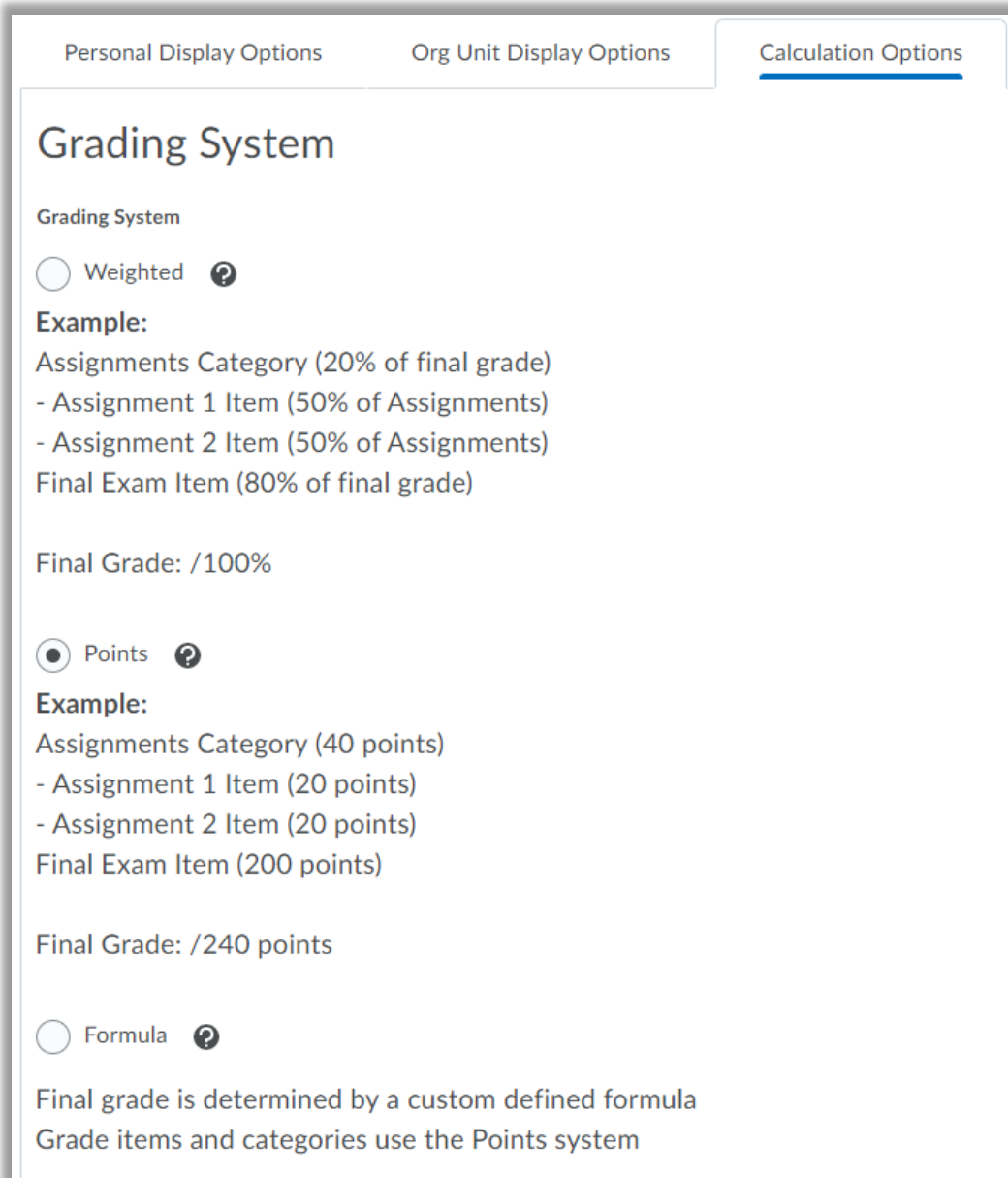
Final Grade Calculation

- Display how final grade was calculated to users ?

Calculation Options


The Calculation Options tab is where you will verify that students can, in fact, view their up-to-date final grade. There are three sections of settings on this tab.

1. **Grading System:** This will reflect your current grading system selection; you do not have to adjust anything here.




The screenshot shows a user interface with three tabs: "Personal Display Options", "Org Unit Display Options", and "Calculation Options". The "Calculation Options" tab is active and underlined. Below the tabs is a section titled "Grading System".

Grading System

Weighted 


Example:
Assignments Category (20% of final grade)
- Assignment 1 Item (50% of Assignments)
- Assignment 2 Item (50% of Assignments)
Final Exam Item (80% of final grade)

Final Grade: /100%

Points 

Example:
Assignments Category (40 points)
- Assignment 1 Item (20 points)
- Assignment 2 Item (20 points)
Final Exam Item (200 points)

Final Grade: /240 points

Formula 

Final grade is determined by a custom defined formula
Grade items and categories use the Points system

2. Final Grade Released

- a. Select “Calculated Final Grade.” This will release the grade that students have earned by completing their graded coursework. You can still adjust students’ final grades at the end of the term.
- b. Select “Automatically release final grade.” This will prevent you from having to manually release students’ final grades.

Final Grade Released

Release

Calculated Final Grade ?

Adjusted Final Grade ?

Automatically release final grade ?

3. Grade Calculations

- a. Select “Drop ungraded items.” By dropping the ungraded items, students’ final grades will only reflect the coursework they have received grades for (even work they may have earned a 0 on).
- b. Select “automatically keep final grades updated.” This way, the system will automatically recalculate students’ final grades each time an item is scored.

Grade Calculations

Ungraded Items

Drop ungraded items ?

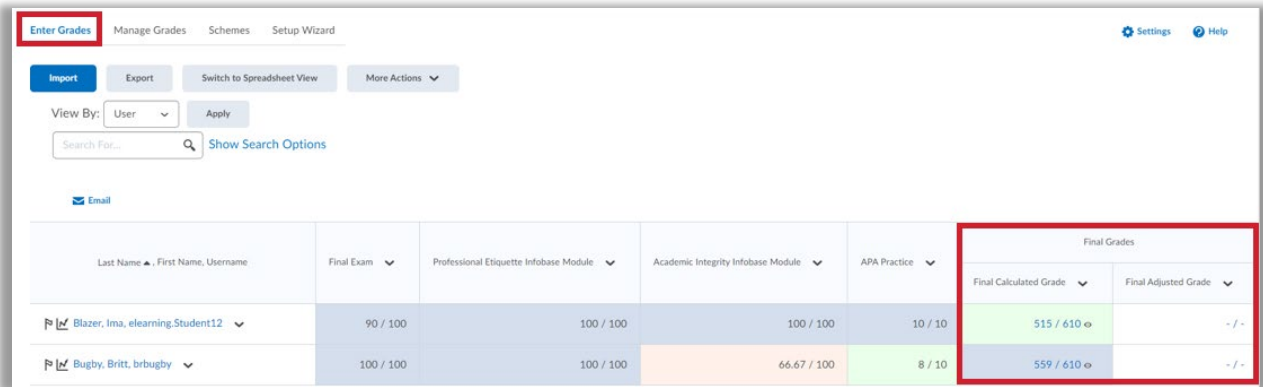
Treat ungraded items as 0 ?



Auto Update

Automatically keep final grades updated ?

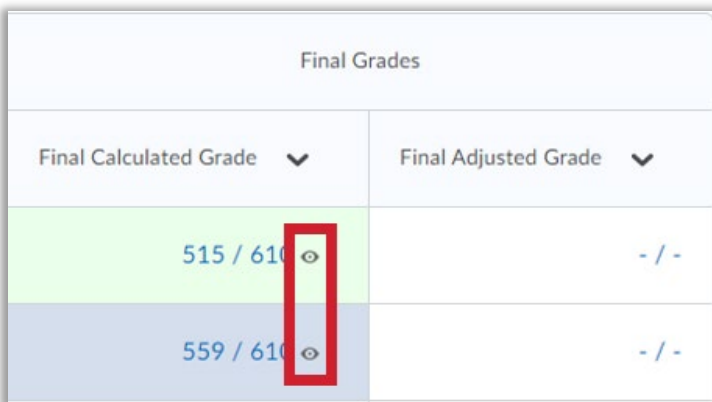
Verifying the Final Grade is Released through Grade Columns



To verify that students' final calculated grades are released, scroll all the way to the right of the Enter Grades area. There, you will see the Final Grades columns: one for Final Calculated Grade, and one for Final Adjusted Grade.



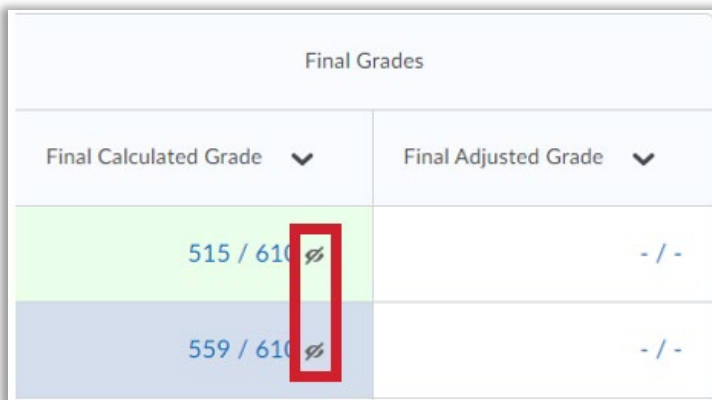
Last Name ▲, First Name, Username	Final Exam ▼	Professional Etiquette Infobase Module ▼	Academic Integrity Infobase Module ▼	APA Practice ▼	Final Grades	
					Final Calculated Grade ▼	Final Adjusted Grade ▼
Blazer, Ima, elearning.Student12 ▼	90 / 100	100 / 100	100 / 100	10 / 10	515 / 610 	- / -
Bugby, Britt, brbugby ▼	100 / 100	100 / 100	66.67 / 100	8 / 10	559 / 610 	- / -



If the final grade is released and visible to students, you will see an open-eye symbol, like this:



Final Calculated Grade ▼	Final Adjusted Grade ▼
515 / 610 	- / -
559 / 610 	- / -

If the final grade is **not** released to students, you will see a closed-eye symbol, like this:

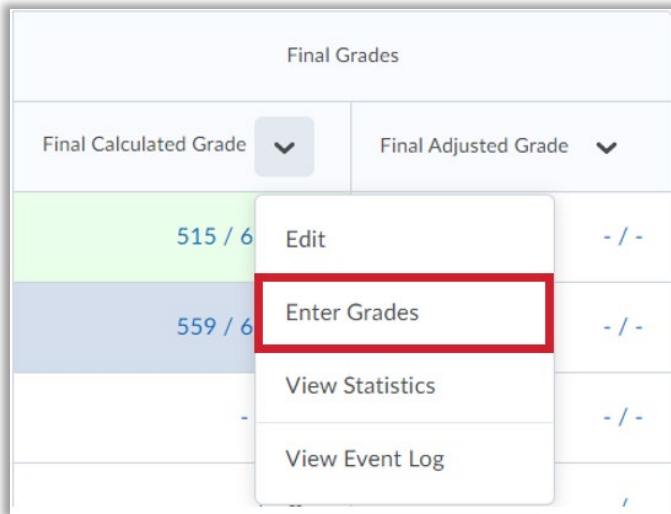


Final Calculated Grade ▼	Final Adjusted Grade ▼
515 / 610 	- / -
559 / 610 	- / -

If the final grade is **not** released to students, continue to the next section, **Manually Releasing the Final Grade**.

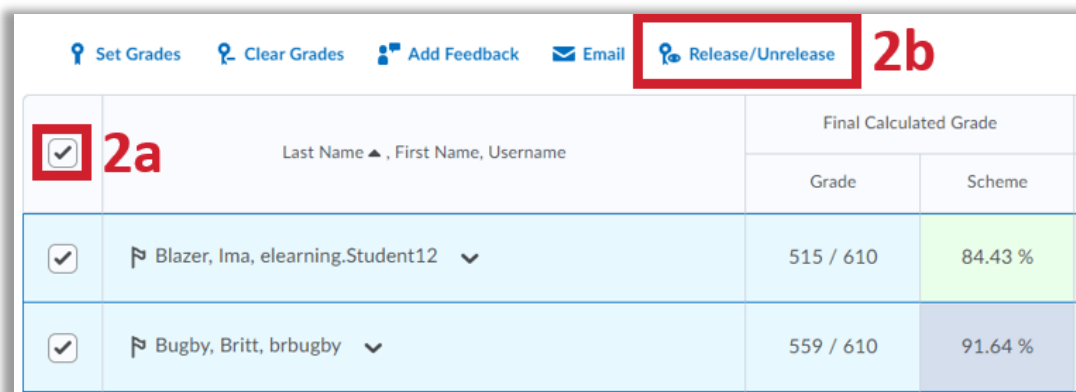
Manually Releasing the Final Grade

1. In the event that the final grade is not released, expand the dropdown menu on the Final Calculated Grade column and select **Enter Grades**.



Final Grades		
Final Calculated Grade		Final Adjusted Grade
515 / 6	Edit	- / -
559 / 6	Enter Grades	- / -
-	View Statistics	- / -
-	View Event Log	- / -

2. On the next screen, you will see a table with columns for your students, their final grades, and the release status of those final grades.
 - a. To release the final grades, first select all of the students by clicking the top-left checkbox.
 - b. Then, click **Release/Unrelease** from the options above the table. This will alter the rightmost column.



Set Grades Clear Grades Add Feedback Email Release/Unrelease 2b				
<input checked="" type="checkbox"/> 2a	Last Name ▲, First Name, Username	Final Calculated Grade		
		Grade	Scheme	
<input checked="" type="checkbox"/>	Blazer, Ima, elearning.Student12 ▼	515 / 610	84.43 %	
<input checked="" type="checkbox"/>	Bugby, Britt, brbugby ▼	559 / 610	91.64 %	

Released
<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>

4. Be sure to click **Save and Close** at the bottom of the screen.

Verifying the Final Grade is Released through Student Preview

You can preview what grades students see.

1. From the Enter Grades area, expand the dropdown menu next to a student's name.
2. Choose **Preview**.

<input type="checkbox"/>	Last Name ▲, First Name, Username	Moc
<input type="checkbox"/>	Blazer, Ima, elearning.Student12	
<input type="checkbox"/>	Bugby, Britt, brbugby	
<input type="checkbox"/>	Student1, elearning, elearning.St	
<input type="checkbox"/>	Student10, elearning, elearning.S	

Preview 2

3. Another window will then pop up. If you've released the student's final grade, you will see it at the top of the popup window.

Grades - Google Chrome

vsu.view.usg.edu/d2l/common/popup/popup.d2l?ou=2266963&queryString=...

Grades

Final Calculated Grade

Points
515 / 610

Grade
84.43 %

Grade Item	Points	Grade	Feedback
Quizzes		65 %	
Module 1 Quiz	60 / 100	60 %	
Module 1 Practice Quiz	70 / 100	70 %	
Assignments		100 %	

Close

For more information or assistance, call 229-245-6490 or email blazevue@valdosta.edu.

For 24/7 BlazeVIEW or GoVIEW assistance, call 855-772-0423 or visit [GeorgiaVIEW Help Center](#).



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