

GRADING IN BLACKBOARD INSTRUCTOR

The Blackboard Instructor app helps you easily identify courses where you need to grade student submissions. Instructors and graders can review, annotate, and grade submissions and quickly publish the grades back to students on iOS and Android devices.

You can access grading in two ways:

- **Main menu.** Tap *Grades* for a global view of items to grade or post for all courses.
- **Course overview.** See items that need your attention now or tap *Grades* to see all assessments for a single course.

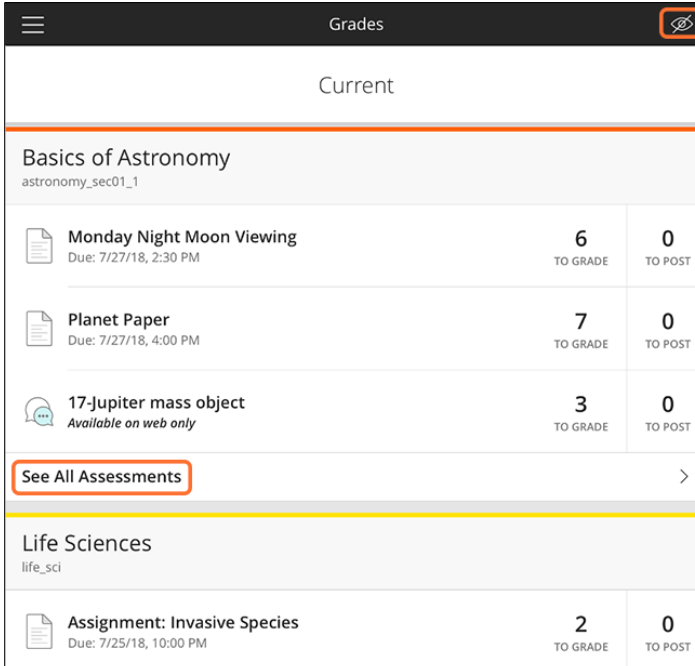
Grading is supported on both phones and tablets. All screen sizes have the same functions, but the interface is slightly different between phones and tablets.





GRADES FOR ALL COURSES

Select *Grades* on the main menu to see which courses have assignments that need your attention. Tap an individual assignment to see its submissions and grades. Tap *See All Assessments* to view all graded items for that course.

The *Grades* page displays up to three assessments with due dates that need your attention for each course. Tap *See All Assessments* to check if more assessments are ready to grade or post.

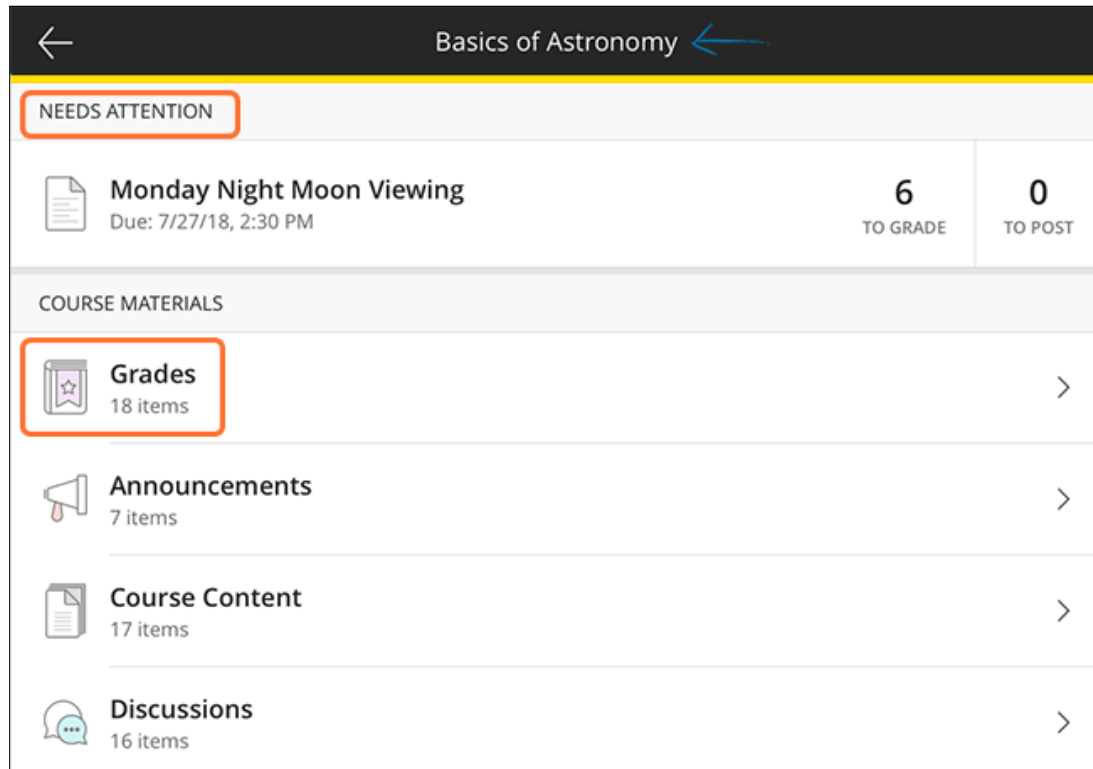
On the *Grades* page, you can hide courses you do not need to focus on. Tap the *Show or Hide Courses* icon, select the courses to hide, and *Save*. Tap the icon again to show a hidden course. Or, tap the card at the end of the list that states the number of hidden courses.



Grades			
Current			
Basics of Astronomy astronomy_sec01_1			
 Monday Night Moon Viewing Due: 7/27/18, 2:30 PM	6 TO GRADE	0 TO POST	
 Planet Paper Due: 7/27/18, 4:00 PM	7 TO GRADE	0 TO POST	
 17-Jupiter mass object <i>Available on web only</i>	3 TO GRADE	0 TO POST	
See All Assessments >			
Life Sciences life_sci			
 Assignment: Invasive Species Due: 7/25/18, 10:00 PM	2 TO GRADE	0 TO POST	

GRADES FOR INDIVIDUAL COURSES

When you are in a course, you can see assessments that need your attention immediately on the course overview. You can also tap *Grades* to view all assessments.



COURSE OVERVIEW

The first block of information in the course overview is the *Needs Attention* section. This section shows assignments with submissions ready to grade or post. You can tap an item to start grading.

If you have no grading tasks, you will not see the *Needs Attention* section.

GRADING OVERVIEW

Tap *Grades* in the course overview to see all gradable items for the course. This view is divided into sections:

- **Needs Attention.** Submissions that are ready to grade or post.
- **Posted.** Submissions that are graded and posted. Posted grades are visible to students. In general, these items do not need further attention.
- **Not Yet Submitted.** Gradable items, such as upcoming assignments, that do not have submissions yet.
- **Anonymous & Delegated.** Assignments set to anonymous grading or delegated grading show here. If you have no assignments in this section, it does not show in the app.

At this time, you can tap and grade assignments only. Other assessments such as discussions, wikis, and tests are listed for visibility, but you cannot grade them in the app. You need to access your course on a web browser to grade these submissions.

Basics of Astronomy

astronomy_sec01_1
68 items

NEEDS ATTENTION

	Monday Night Moon Viewing Due: 7/27/2018, 2:30 PM	3 TO GRADE	1 TO POST
	Planet Paper Due: 7/27/2018, 4:00 PM	7 TO GRADE	0 TO POST
	17-Jupiter mass object <i>Available on web only</i>	3 TO GRADE	0 TO POST
	Astronomy Top Stories <i>Available on web only</i>	3 TO GRADE	0 TO POST

VIEW SUBMISSIONS

After you access *Grades* from the main menu or an individual course's overview, tap an assignment to see its submissions.

The submission list is divided into sections to help you focus your efforts.

- **Summary.** Shows how many of your students submitted this assignment and the overall class average for posted grades. On tablets, you also see a grade distribution graph.
- **Assessment Detail.** Provides information such as due date and number of attempts. You can also view file attachments or the rubric used for grading. On tablets, tap the information icon to access the details.
- **Ready to Grade.** Students submitted this work and you can start grading.
- **Ready to Post.** Submissions are graded and ready to publish to students.
- **Posted Grades.** These grades are published to students.
- **Not Submitted.** These students have not submitted the assignment.

Just tap a submission in the *Ready to Grade* section to start grading.

Monday Night Moon Viewing

7 of 16 SUBMITTED Current Grade Average 10.67 / 12
57.1% Graded

Due: 7/27/18, 2:30 PM

READY TO GRADE Begin Grading

- Henry Wagner**
Attempt 1 of 1 | Submitted: 3/22/10, 9:10 AM --
- Ashby Cooper**
Attempt 1 of 1 | Submitted: 3/22/10, 4:27 PM --
- Porter Durand**
Attempt 1 of 1 | Submitted: Today, 4:25 PM --

READY TO POST Post Grades

- Bruce Lopez**
Attempt 1 of 1 | Graded: Today, 4:27 PM 11 / 12

POSTED GRADES

- Chris Casper**
Attempt 1 of 1 | Posted: Today, 4:20 PM 11 / 12
- Ryan Johnson**
Attempt 1 of 1 | Posted: Today, 4:20 PM 9 / 12
- Sandra Scott**
Attempt 1 of 1 | Posted: Today, 4:21 PM 12 / 12

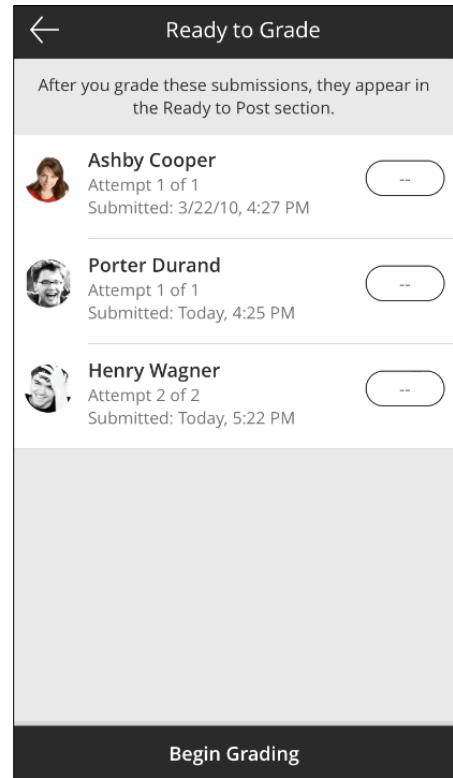
NOT SUBMITTED

- Mina Akbar**
- Daisy Brown**

GRADE ITEMS

In the app, grading is a two-step process. First **grade** the item and then **post** the grade for students to see. Students do not see their grades until you post them. You can post grades as you go or all at once when you have finished grading.

1. Access an assignment from the main menu or within an individual course.
2. On the submission list, tap *Ready to Grade*.
3. Select a student submission. Or, you can tap *Begin Grading* to start grading the submissions in succession.
4. Review the student's submitted content and attachments.
 - Navigate between attachments with the drop-down arrow next to the attachment file name.
 - Draw on attachments and highlight and annotate inline. In the text box, type comments or use your device's microphone.
 - Send the attachments to your email or share to another app.
5. Tap the information icon if you want to refer to the assignment instructions, rubric, and other details.
6. Tap the feedback icon to add comments.
7. Tap the grade pill and type a grade. Remember, the grade is not visible to the student until you post the grade.



Each time you add a grade or comment, these changes are securely synced back to Blackboard Learn and all your devices.

RUBRICS

If a rubric is associated with the assessment, it displays after you tap the grade pill. Select the appropriate achievement levels and the grade is calculated automatically. To override the overall rubric grade, tap the grade pill or *Manual Override*. You cannot override grades for individual rubric criteria or achievement levels.

For Original courses, if more than one rubric is associated with an assessment, the rubric designated as *Used for grading* is used in the app.

POST GRADES

After you grade one or more submissions, return to the submission list to post the grades so they are visible to students.

1. If needed, close a grading window. Tap the back arrow to navigate to the submissions list.
2. Tap *Ready to Post* to view the list.

3. Tap *Post Grades*.
4. Clear the check box for items you do not want to post.
5. Tap *Post Selected* to publish those grades to students.

The grades you posted now appear under *Posted Grades* on the submission list.

After you post grades in the app, you need to access the course in a web browser to **edit** grades and feedback.

For Original course tests that are autograded, submissions are posted automatically. In the app, these submissions show in a course's grading overview in the Posted section.

WHAT CAN I GRADE?

You can use these grading features in the app:

- Grading for assignments
- Points, text, percentage, and letter grades
- Grading with associated rubrics

These grading features are **not** available in the app at this time:

- Grading tests**
- Grading group submissions**
- Grading discussions, blogs, wikis, and journals**
- Anonymous and delegated grading**
- Audio and video feedback
- Offline grading

**Designated as Available on web only in the app. Access your course in a web browser to grade these assessments.

These enhancements are planned for future releases:

- Grading tests*

IS GRADING AVAILABLE TO ME IN THE APP?

Grading capabilities are available in Blackboard Instructor version 2.0+ for these conditions:

- Assignments only
- Devices running Android 4.2+ or iOS 9+

PREVIEW ASSESSMENTS

In Blackboard Instructor, navigate to *Course Content* and access tests and assignments. This preview shows course assessments as students see them in the Blackboard app.