



Allowing a Grade Item to Exceed its Points Value – D2L Tutorial

This tutorial is designed for faculty who have previous experience using the Grades tool in D2L. For further information, please contact elearning@camosun.ca for assistance.

Scenario

This tutorial will cover the steps involved when you want to include a bonus component within an individual grade item, which could mean students will receive more than 100% on that item.

Steps

1. Go to the **Grades** tool in your course, and make sure you are in the **Manage Grades** area.
2. Click **New** and select **Item**.

Training Course 03 Course Home My Tools Edit Course

Enter Grades **Manage Grades** Schemes Settings Help

New More Actions

Item

Category

Grade Item	Type	Association	Max. Points	Weight
Assignments				40
Assignment 1	Numeric	-	20	33.33333333
Assignment 2	Numeric	-	30	33.33333333
Assignment 3	Numeric	-	25	33.33333333
Bonus Assignment	Numeric	-	10	25
Presentations				10



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3. Select the Grade Item Type. For this scenario, we will click **Numeric**.

Training Course 03 Course Home My Tools Edit Course

[Manage Grades](#) > New Item

New Item

Choose a Grade Item Type

- Numeric**
Grade users by assigning a value out of a specified total number of points.
E.g. 8/10
- Selectbox**
Grade users by selecting the grade scheme level that best matches their achievement.
E.g. "Very Good" or "B+"
- Pass/Fail**
Grade users using a simple pass/fail grade scheme.
E.g. "Pass" or "Fail"
- Formula**
Automatically grade users using a custom formula based on achievement on other grade items.
E.g. Give users who received at least 50% on all participation grade items a perfect attendance bonus.
`IF{ MIN[[P1.Percent], [P2.Percent]] < 50, 0, 1 }`
- Calculated**
Calculate users' cumulative achievement across multiple grade items.
E.g. Midterm Grade
 $A1+A2+Q1+Q2 / \text{Total Max. Points} * 100 = 73\%$
- Text**
Provide comments in the grade book that are not calculated in the final grade.
E.g. "Course Evaluation Completed"



4. Give your Item a **Name**, select a **Category** if you would like it to be part of a Category (optional). Under **Grading**, give your Item a **Maximum Points** and a **Weight value**, and select **Can Exceed**. Then click **Save and Close**. The gradebook will now allow this Grade Item to include a grade higher than its Maximum Points.

The screenshot shows the 'New Item' form with three tabs: Properties, Restrictions, and Objectives. The 'Properties' tab is active, showing the 'General' section. The 'Name' field is highlighted with a red box and a red arrow pointing to it. The 'Category' dropdown menu is also highlighted with a red box and a red arrow pointing to it. The 'Grading' section is highlighted with a red box and a red arrow pointing to the 'Can Exceed' checkbox. The 'Save and Close' button is highlighted with a red box and a red arrow pointing to it. The form includes fields for 'Type' (Numeric), 'Short Name', 'Maximum Points' (10), 'Weight' (25), and 'Can Exceed' (checked). There is also a 'Bonus' field and a '[New Category]' link.

Things to Remember

If you do not select **Can Exceed**, you will be able to insert a higher points value when grading this grade item, but the gradebook will limit that in the final calculation, so that the student will not be able to receive more than the Maximum Points.



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