



Creating a Final Grade Snapshot Grade Item – D2L Tutorial

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

Scenario

This tutorial will cover the steps involved when you wish students to see a snapshot of what their Final Grade is (and to have it automatically updated as you add grades to the gradebook), without having to release the Final Calculated Grade column early.

Steps

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

Training Course 03 Course Home My Tools ▾ Edit Course

Enter Grades **Manage Grades** Schemes Settings Help

New ▾ More Actions

Item

Category

<input type="checkbox"/>	Grade Item	Type	Association	Max. Points	Weight
<input type="checkbox"/>	Assignments ▾				40
<input type="checkbox"/>	Assignment 1 ▾	Numeric	-	20	33.33333333
<input type="checkbox"/>	Assignment 2 ▾	Numeric	-	30	33.33333333
<input type="checkbox"/>	Assignment 3 ▾	Numeric	-	25	33.33333333
<input type="checkbox"/>	Presentations ▾				10



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3. Under **Choose a Grade Item Type**, select **Calculated**.

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"



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4. Give your Grade Item a **Name**, select other parameters as required, then under **Calculation**, select all Grade Items.

The screenshot shows a web form for configuring a Grade Item. It is divided into two main sections: 'General' and 'Grading'.

General Section:

- Type:** Calculated
- Name *:** A text input field containing 'Snapshot of Final Grade So Far'. A red arrow points to this field.
- Short Name:** An empty text input field.
- Show Description:** A link with a right-pointing triangle icon.

Grading Section:

- Can Exceed:** An unchecked checkbox.
- Grade Scheme:** A dropdown menu showing '-- Default Scheme -- (Percentage)'.
- Calculation:** A table with checkboxes for selecting items to include. A red arrow points to the first row, 'Grade Item to Include'.

Calculation
<input checked="" type="checkbox"/> Grade Item to Include
<input checked="" type="checkbox"/> Assignments
<input checked="" type="checkbox"/> Assignment 1
<input checked="" type="checkbox"/> Assignment 2
<input checked="" type="checkbox"/> Assignment 3
<input checked="" type="checkbox"/> Presentations
<input checked="" type="checkbox"/> Presentation 1
<input checked="" type="checkbox"/> Presentation 2

At the bottom of the form are four buttons: 'Save and Close' (highlighted in blue), 'Save and New', 'Save', and 'Cancel'.



5. Scroll down, and under **Calculation Method**, select **Final Grade Calculation**. Then click **Save and Close**. Students will now be able to see what total they have for their Final Grade so far in the term. Note that this total will increase automatically as you add grades to the gradebook.

The screenshot shows a configuration interface for a gradebook. It features a list of items with checkboxes, all of which are checked: Assignment 2, Assignment 3, Presentations, Presentation 1, Presentation 2, Presentation 3, Quizzes, Quiz 1, Quiz 2, Participation, and Final Exam. Below this list is a section titled 'Calculation Method' with two radio button options: 'Milestone Grade Calculation' and 'Final Grade Calculation'. The 'Final Grade Calculation' option is selected. A red arrow points from the 'Final Grade Calculation' radio button to the 'Save and Close' button at the bottom of the interface. Below the 'Calculation Method' section is a 'Rubrics' section with an 'Add Rubric' button and the text 'No rubrics selected.' and '[Create Rubric in New Window]'. Below that is a 'Display Options' section with a 'Show Display Options' link. At the bottom, there are four buttons: 'Save and Close', 'Save and New', 'Save', and 'Cancel'. A red arrow points from the 'Save and Close' button to the 'Save and Close' button.

Things to Remember

If you would like to create a Mid-Point grade snapshot for your students, refer to the tutorial *Creating a Mid-Point Grade Item*.



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