Creating a Custom Grade Scheme - D2L Tutorial

This tutorial is designed for faculty who have previous experience using the Grades tool in D2L. For further information or assistance, go to our <u>Team Dynamix Support portal</u> and click the appropriate Category to submit a ticket.

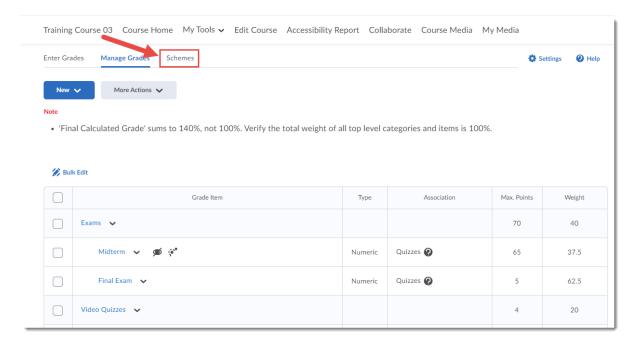
Scenario

This tutorial will cover the steps involved in creating a new **Grade Scheme** which can be attached to any Grade Item, including a Final Grade item. This is useful if you are wanting to give Competency-based grades (like Complete, Incomplete, etc.) to students. Note that in the D2L Grades tool, the Percentage scheme is the default, and there is also a **Camosun Standard Grading Scheme** already created for you which you can apply to traditional Final Grades. For this scenario, we will create a Competency Grading Scheme which you could replicate for Competency Based Final Grades.

When using a Grade Scheme, enter marks for Grade Items as you normally would (for example, as numbers for a Numeric item), and the Scheme will convert the number/percentage to the Grade Scheme symbol you set up.

Steps

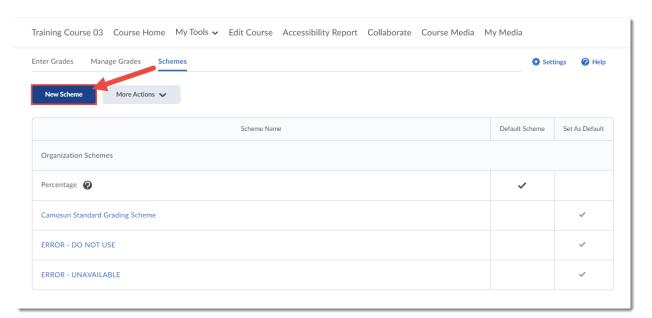
- 1. Go to the **Grades** tool in your course.
- 2. Click Schemes.



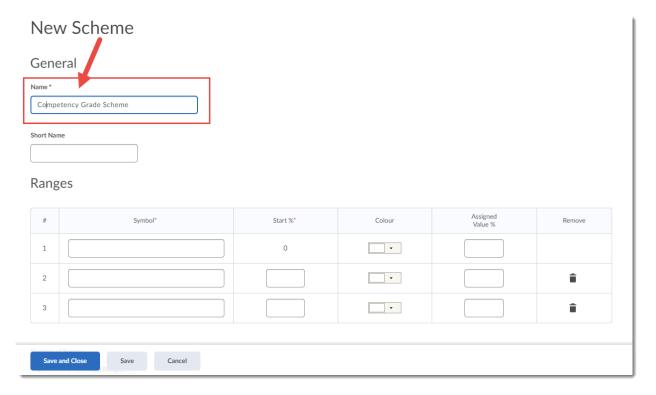
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3. Click New Scheme.



4. Give your Scheme a Name.



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5. In the **Ranges** table, add your **Symbols**, **Start** %'s, **Colours**, and **Assigned Value**. You can add more Ranges

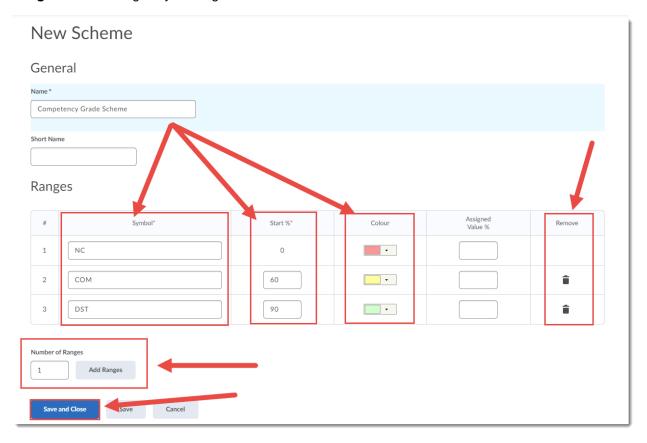
The **Symbol** is something like "Complete", "Incomplete", "P", "F", etc. Whatever you want students to see when they see their "grade" (a symbol can also be a letter or a number to represent a mark of some kind.) For this scenario, we are adding the <u>Camosun Based Competency System</u>, DST/COM/NC.

The **Start** % will help you mark the range of percentages that you want this symbol to represent. For this scenario, NC has a range of 0 to 59 percent, COM has a range of 61 to 89 percent, and DST has a range of 90 to 100 percent.

The **Colour** will appear in the Gradebook table along with the **Symbol** as an additional visual cue, but is not mandatory. For this scenario, NC is a dark pink, COM is yellow, and DST is a light green.

The **Assigned Value** % should only be used if you want a specific percentage to be assigned a Symbol, otherwise the **Start** % ranges will determine when the related Symbol appears. We have not added Assigned Values for this scenario.

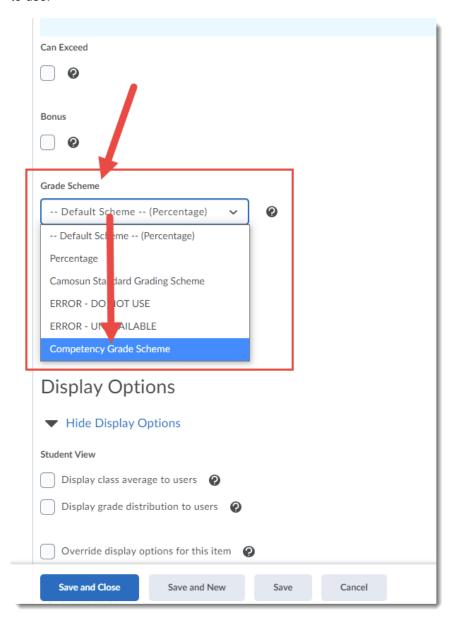
You can add additional Ranges by adding a number in the **Number of Ranges** box and clicking **Add Ranges**. Delete ranges by clicking the trash can icons in the **Remove** column. Click **Save and Close**.





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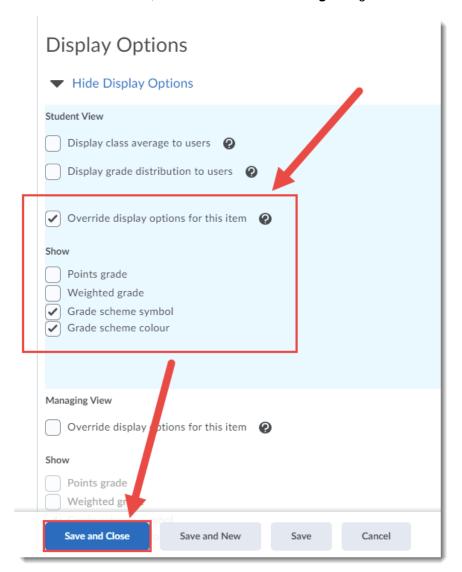
- 6. To apply a Grade Scheme, go back to your **Manage Grades** area, and either create a new Grade Item, or click the down arrow next to a Grade item and select **Edit**.
- 7. In the **Properties** tab, scroll down to the **Grade Scheme** drop-down, and select the Scheme you want to use.





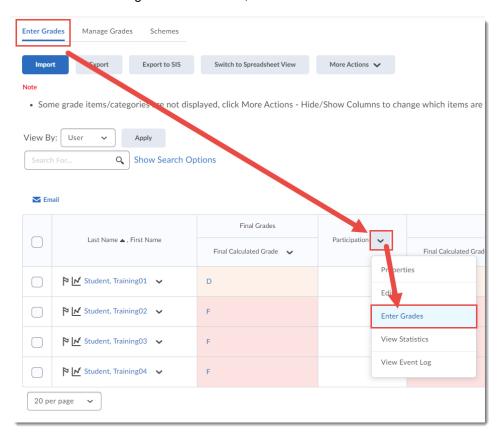
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8. If you then scroll down to **Display Options**, you can adjust the Student View display options for this specific grade item by selecting **Override display options** for this item (you can also change these settings for all grade items from the **Settings** function in the main Manage Grades area.) This is useful if you want students to see the Grade scheme symbol for some items and not for others. For this scenario, we have overridden the default student view to show the **Grade scheme symbol** and the **Grade scheme colour**, but NOT the **Points** or **Weighted** grades. Click **Save and Close**.

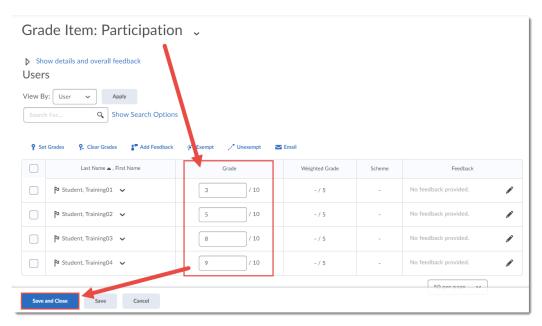


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9. To see your Scheme in action, first go to the **Enter Grades** area, then click the down arrow for the Grade Item containing the new Scheme, and click **Enter Grade**.

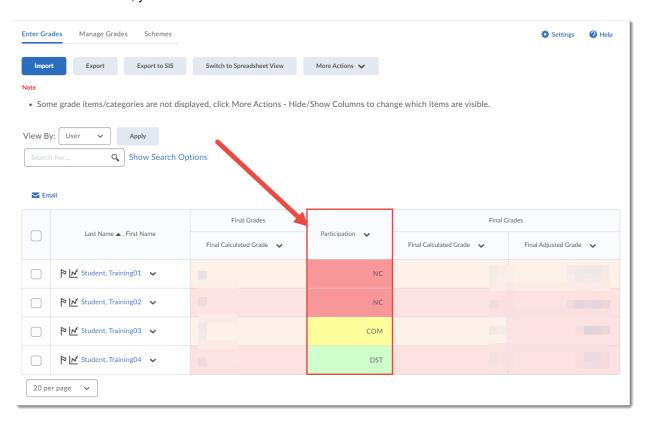


10. Add the grades, and click Save and Close.



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11. From Enter Grades, you can now see how the Scheme has affected the Grade Item.



Things to Remember

You can create any number of Grade Schemes for your grade items, and can apply any scheme to your Final Grades as well.