Assessing Topics in Discussions – D2L Tutorial

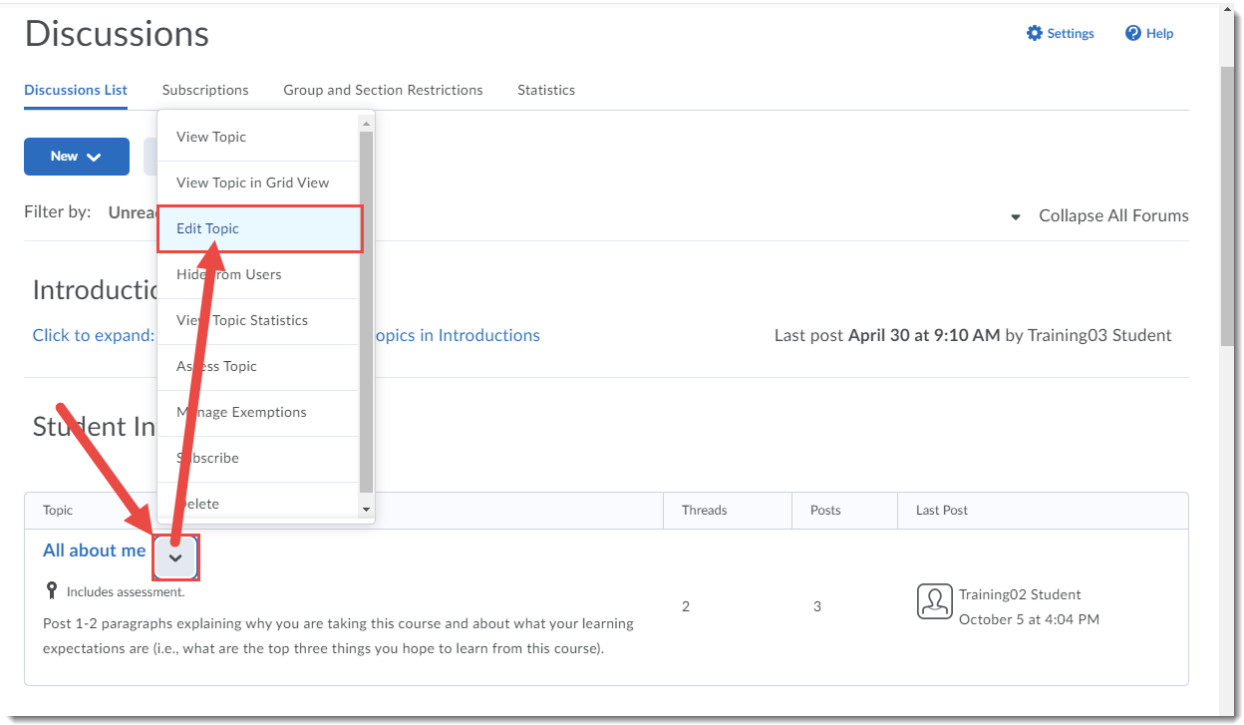
This tutorial is designed for faculty who have previous experience using D2L. For further information or assistance, go to our Team Dynamix Support portal and click the appropriate Category to submit a ticket.

Scenario

This tutorial will cover the steps involved when you wish to create a Topic for assessment, either for grading in the Discussion Topic alone, using a Rubric, or for sending to Grades. It will also cover the steps for assessing the Topic.

Steps for setting up a Topic for assessment

1. Go to the **Discussions** tool in your course. Either create a new Topic or edit an existing Topic.



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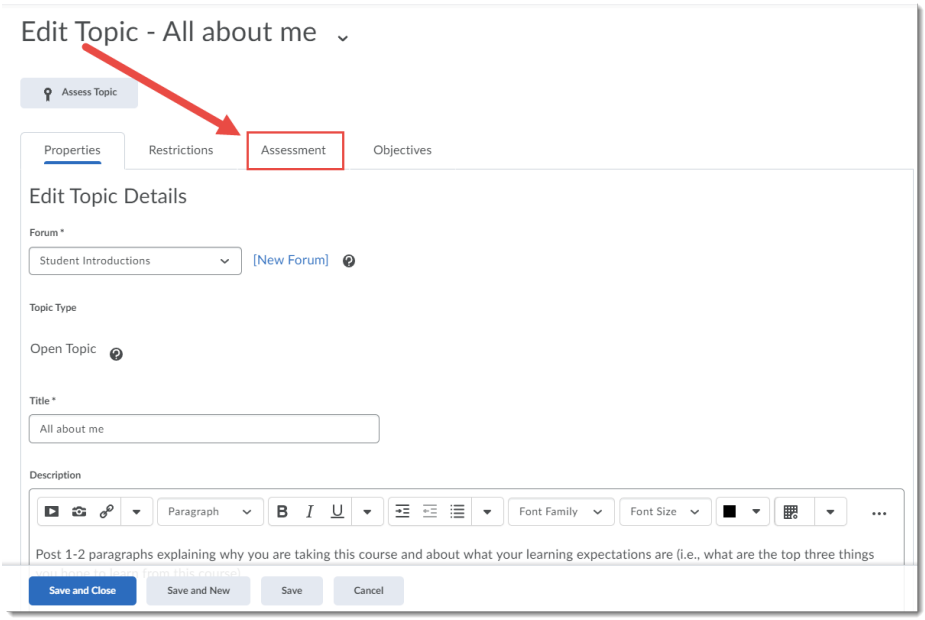
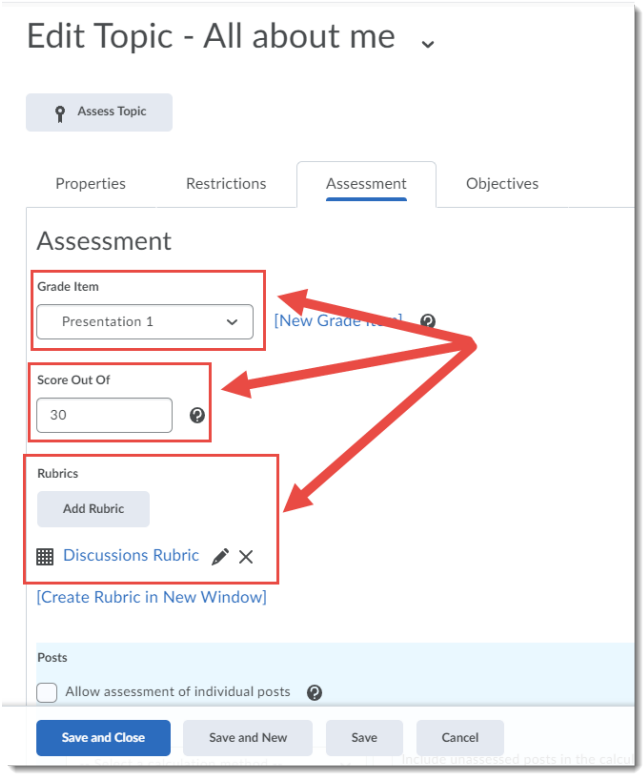
2. In the **Edit Topic** area, click the **Assessment** tab.



3. Add points to the **Score Out Of** box. You also can connect the Topic to a **Grade Item** or to a **Rubric** if you like.



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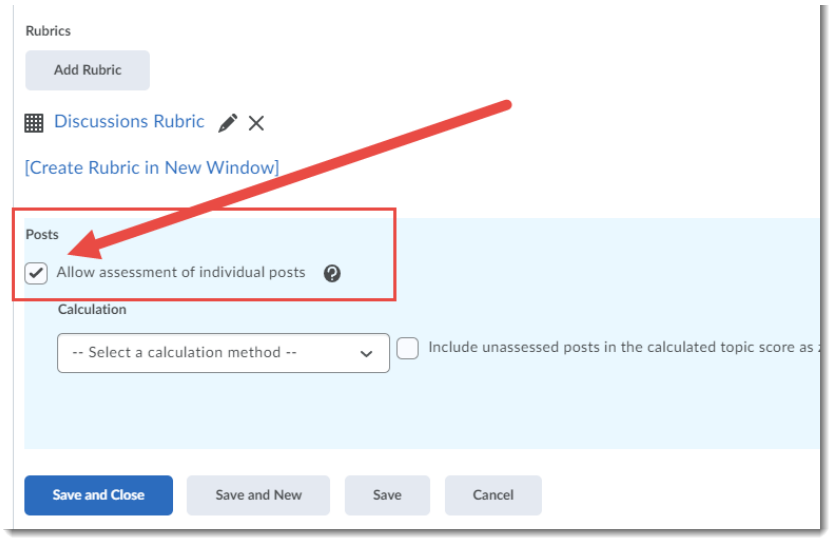
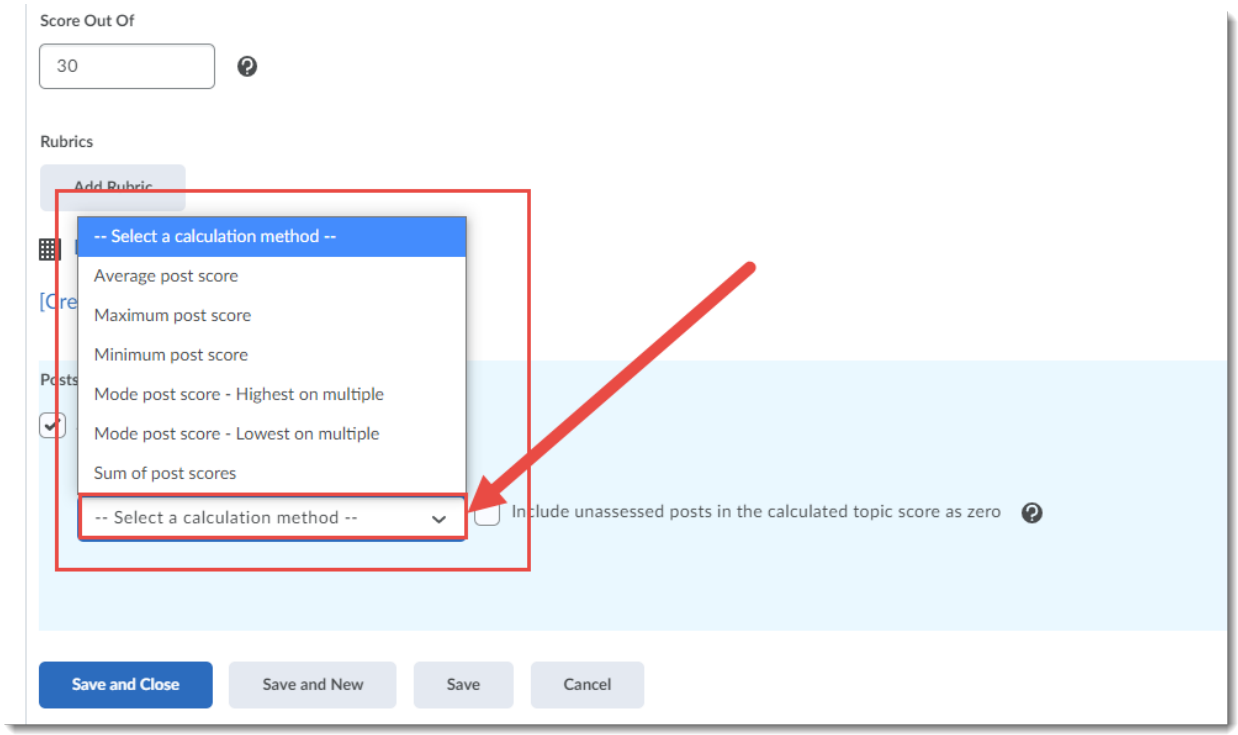
4. If you would like to assess a student's individual posts (and replies) select **Allow assessment of individual posts**.



5. In the **Calculation** drop-down, select the calculation method for the posts. Finish editing your **Topic** and click **Save and Close**.



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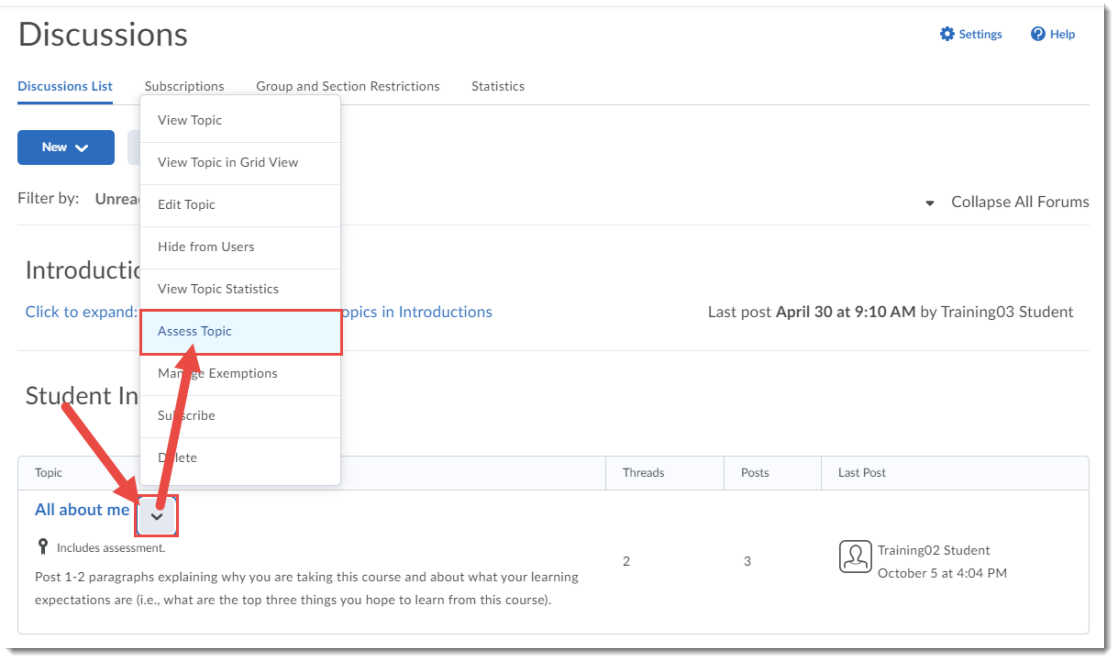
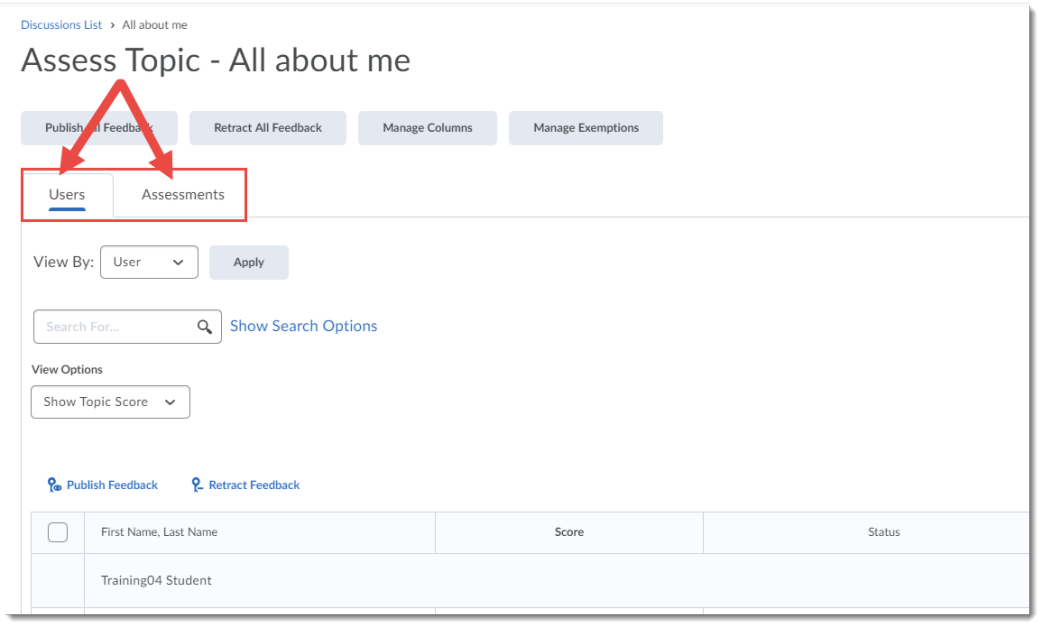
Steps for assessing a student's posts in a Topic

1. Go to the **Discussions** tool in your course. Topics which are set for assessment will now indicate this with an **Includes assessment** note.
2. Click the down arrow next to the Topic you want to assess and select **Assess Topic** (note that the Topic must set up for assessment as for the first part of this tutorial).



3. You can assess by **User** or by **Assessments**. We will look at each in turn.



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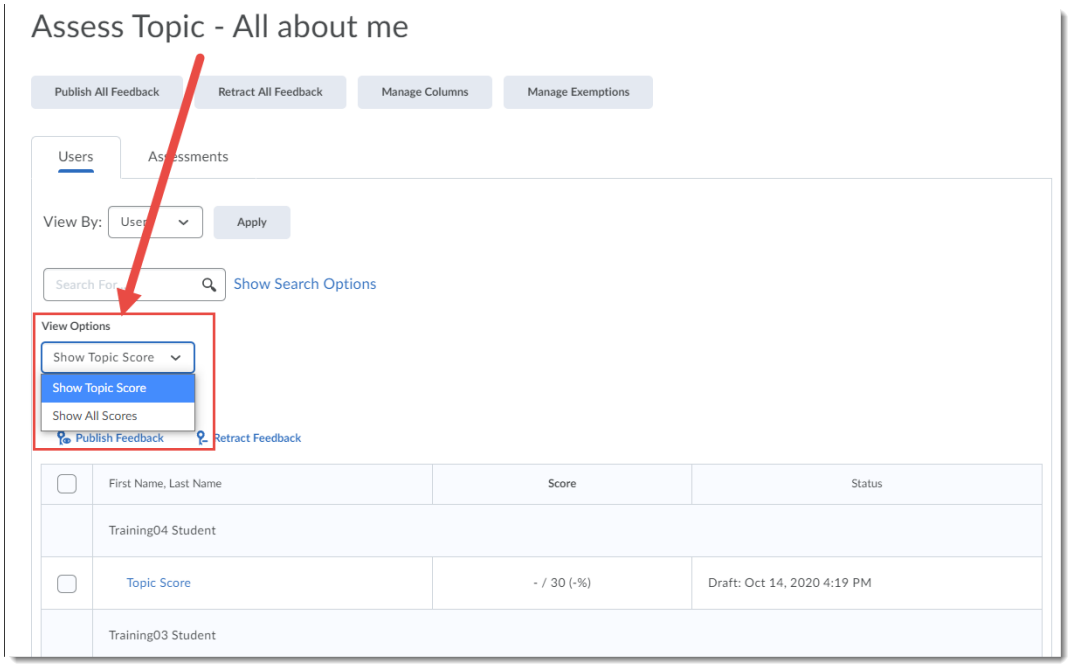
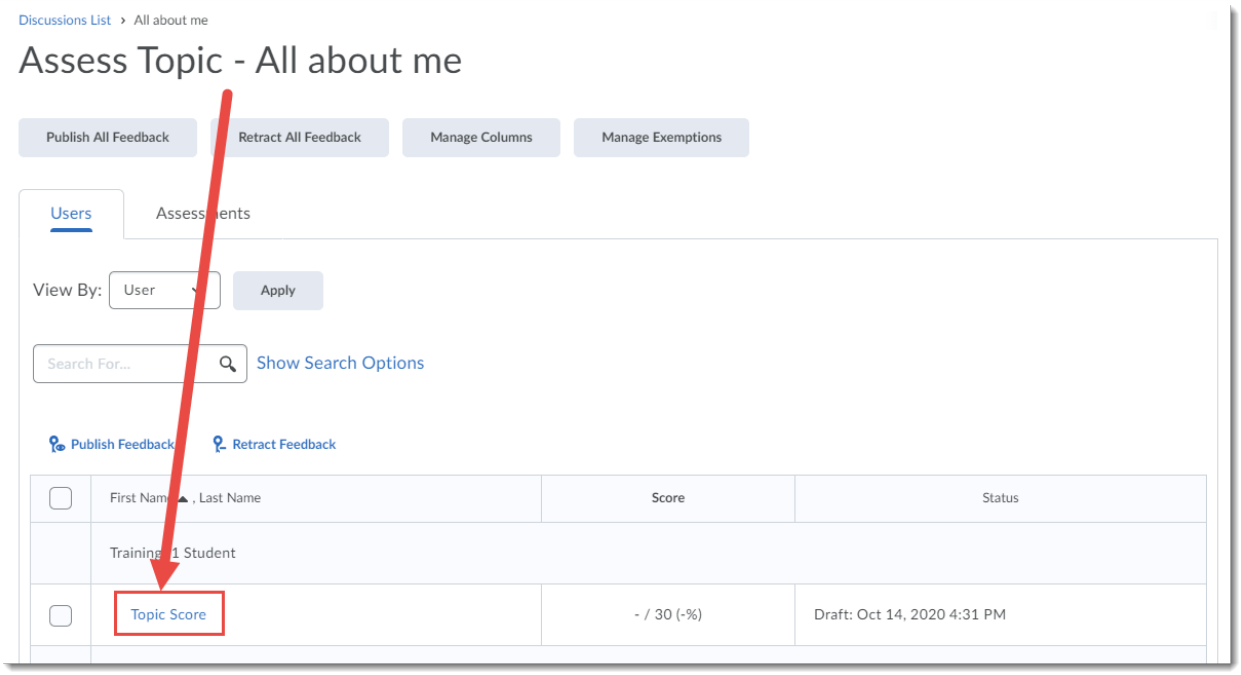
4. Click the **Users** tab. If you are allowing for assessment by Topic Score AND a Rubric, you can change your **View Options** to view only the **Topic Score** or both the **Topic Score** and the **Rubric score (by selecting Show All Scores**).



Click the **Topic Score** for a student to view that student's posts and add a score.



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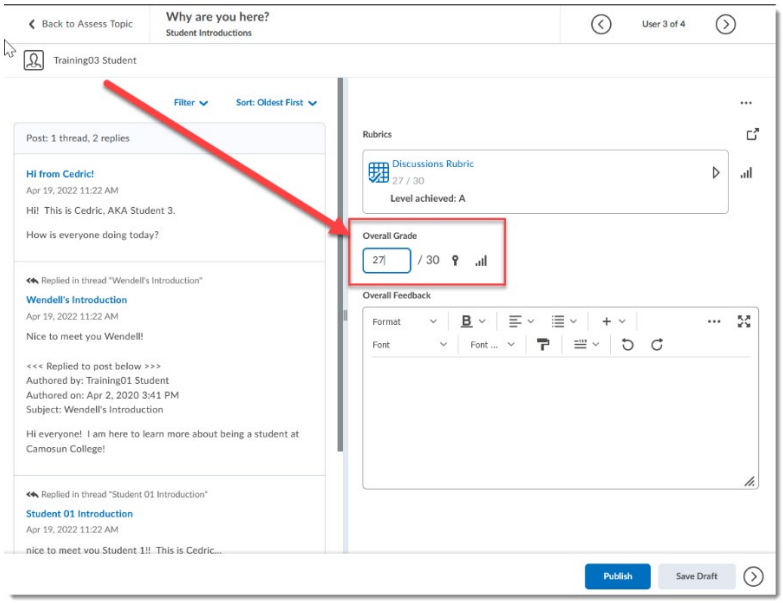
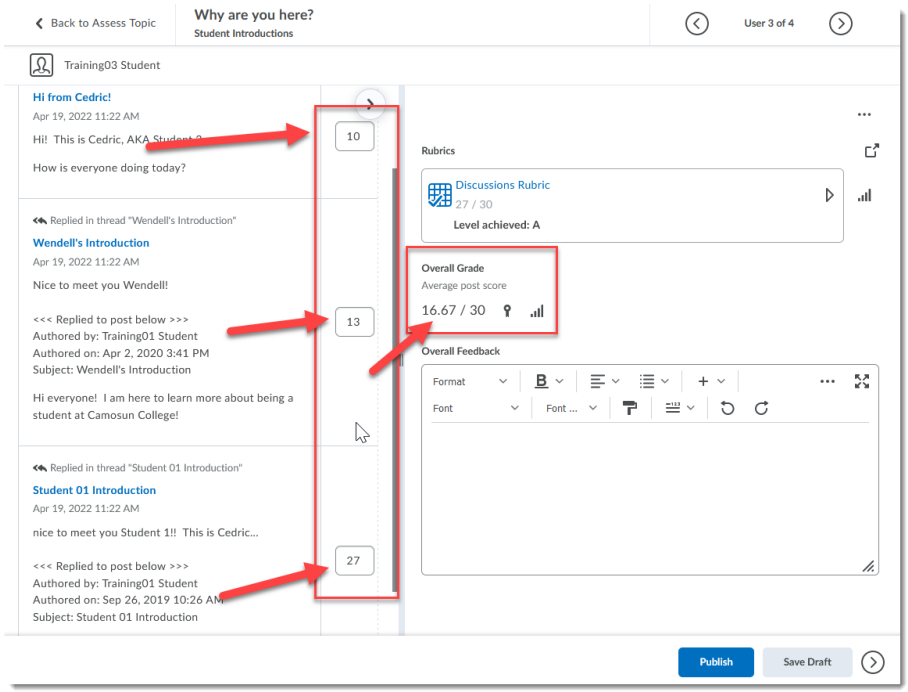
Review the student's posts – you will see all original threads and all replies to other threads for this Topic. Add your **Topic Score** in the box at the top, right, or if you have attached a Rubric, you will use the Rubric to score the student.



If you have set the Topic to assess individual posts, you will score boxes next to the threads and replies posts. Add scores, and the Post Score at the top right will show the calculation you have chosen. If you have chosen this option, you will NOT be able to use a Rubric for scoring (only for feedback).



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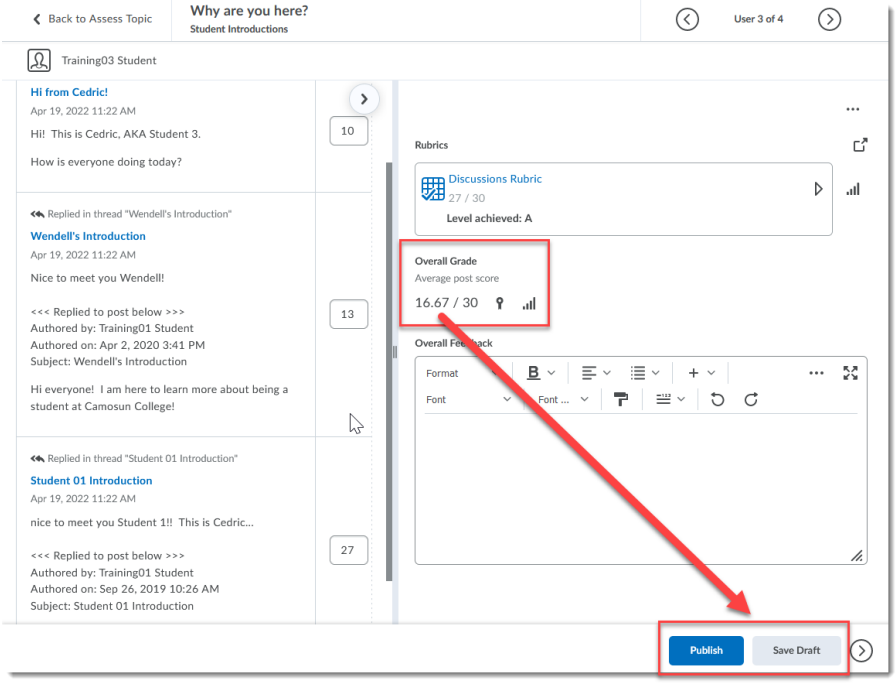
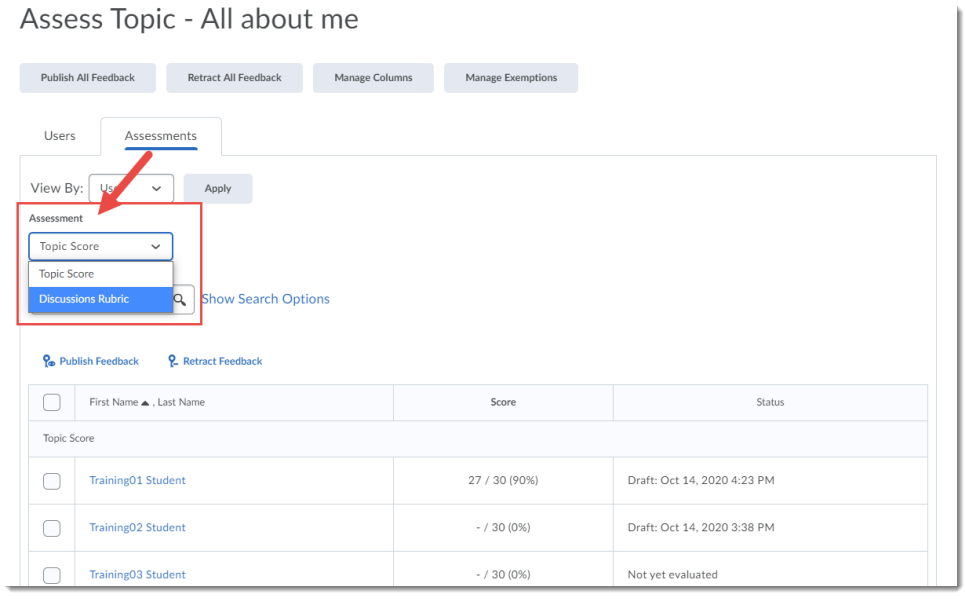
Once you have added your scores, click **Save Draft** to continue assessing students, or **Publish** to release the grade to the student in the Discussion area, and in the Grades if you have linked the Topic assessment to the Grades.



5. Click the **Assessments** tab. If you are allowing for assessment by Topic Score AND a Rubric, you can click the Assessment menu to change the assessment from **Topic Score** to **Discussions Rubric**.



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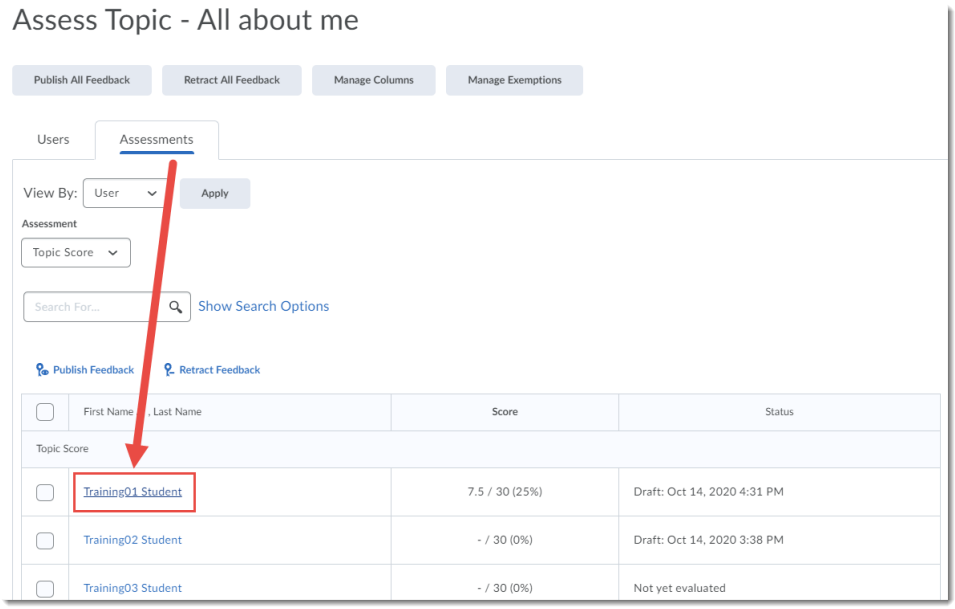
Click a student's name to access the grading area for that student's posts, and follow the steps outlined above as the grading areas are the same. Once you have added your scores, or used a rubric to assess the Topic, click **Save Draft** to continue assessing students, or **Publish** to release the grade to the student in the Discussion area, and in the Grades if you have linked the Topic assessment to the Grades.



Things to Remember

Be aware that if you are using a Rubric AND assessing individual posts, the post scores will override the rubric score.

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