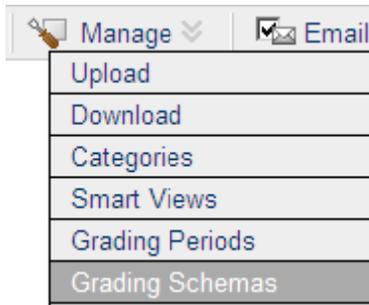
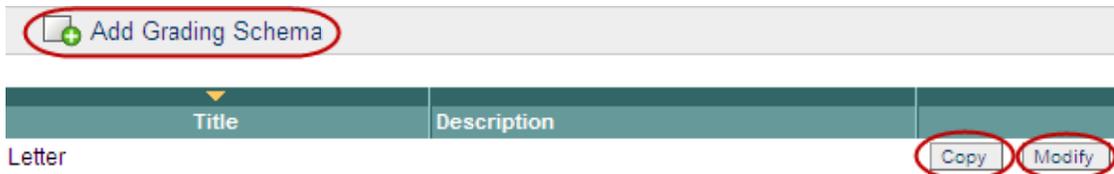


How Do I Create a Grading Schema?

1. In the Action bar of the Grade Center, choose **Grading Schemas** from the Manage drop-down list.



2. A **Letter** grading schema appears by default. You can modify this schema to your grading schema of what percentage an A represents etc. by selecting **Modify**. You can also select **Copy** to copy an already created schema and then edit the copied version or **Add Grading Schema** to create a totally new schema



3. In the next screen you can **insert** or **remove** rows as desired to provide the correct number or grade percentages.
4. Next, type in the **percentages** for each letter grade, for example 90% - 100% = A, etc.
5. Lastly, type in the corresponding **calculation** for each manually added letter grade, for example a manually added A = 95% etc.

Grades scored between	will equal	Grades manually entered as	will calculate as	Insert Rows
90 % and 100%	A	A	95 %	<input type="button" value="Remove Row"/> <input type="button" value="Remove Row"/> <input type="button" value="Remove Row"/>
80 % and less than 90%	B	B	85 %	
70 % and less than 80%	C	C	75 %	
50 % and less than 70%	D	D	60 %	

6. Scroll down to the **Display** options for the assignment and click on the drop-down list for **Secondary Display** and choose the schema you just created to apply same.

Primary Display

Grades must be entered based on this s

Secondary Display

- None
- Letter
- Percentage
- Complete/Incomplete
- Peer Assessment Schema**

Once you have created a specific grading schema, you can then apply that schema to one or many assignments in the Grade Center. To do this:

1. Click on the  icon for the assignment you wish to amend
2. Choose the **Modify Column** option.