

Grading an Individual Assignment

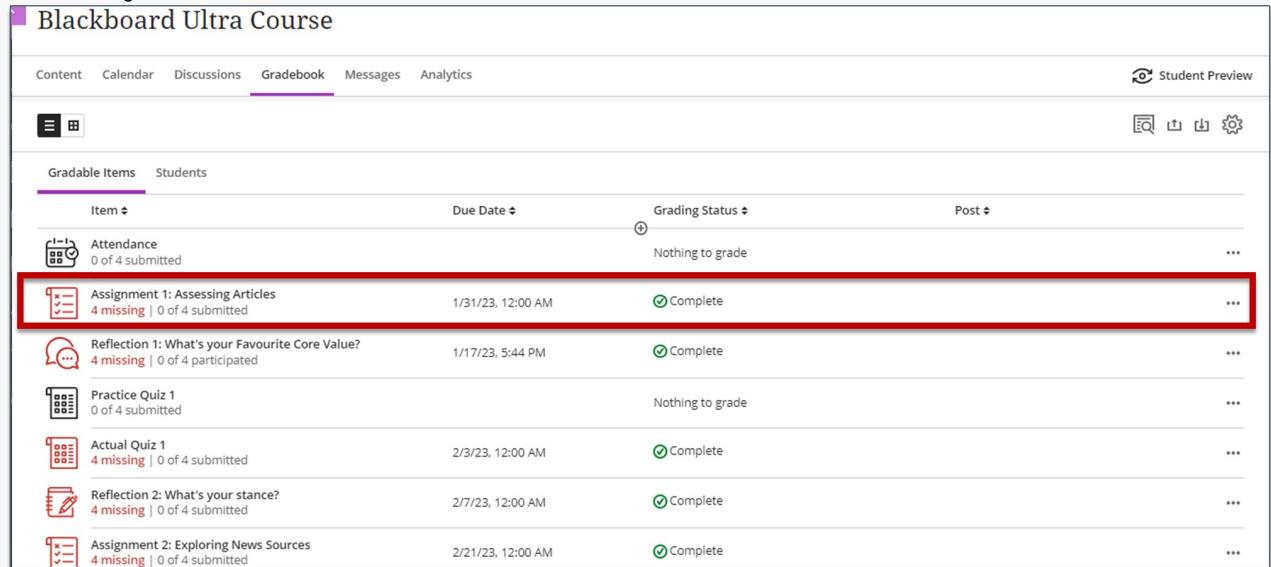
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1. Select **Gradebook**.



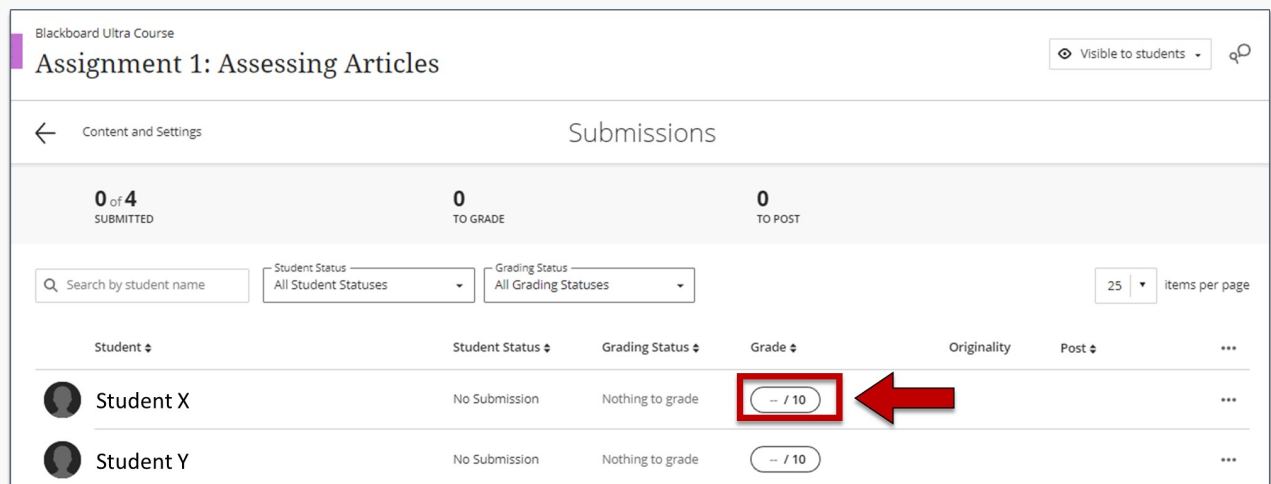
2. Select the **Assignment**.



3. Select a student's name to view their assignment submission.
4. Select the **pill icon** and enter the new grade. Grade is posted.



Note: You can also grade directly from the Submissions page by inputting the grade amount underneath **Grade**.



Grading Test Style Assignments

- If the assignment is a quiz or test set up in Blackboard Ultra, multiple choice, true / false, and fill in the blank style questions will automatically grade themselves.
- All other questions will require manual input of the grade.
- Select the grade icon beside the question and input the value out of the total possible points for that question and then press Enter (Return on Mac).
- This will apply the grade to that question.
- Once all questions have their grades input (either manually or automatically), the overall grade in the top right corner of the window will update with the grade for the assignment.
- You can alter the overall grade, or any of the individual question's grades (including those automatically graded by blackboard) by selecting the grade beside each question or in the top corner and typing in a new number before pressing Enter / Return.
- You can also add overall comments using the "Feedback for Student" section by typing in the feedback into the text box and pressing submit.

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tags : blackboard-ultra, blackboard-ultra-grading, grading, grading-individual-assignments, ultra