

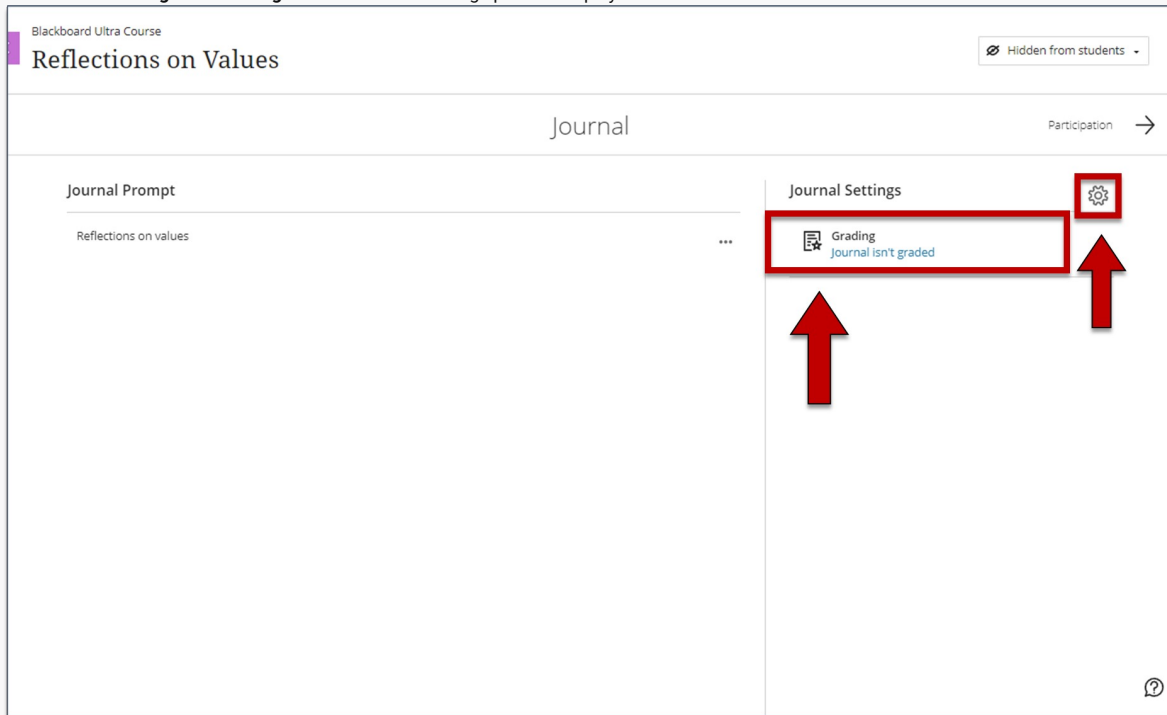
Grading a Journal

Published 1/13/2023 by Anh Lam

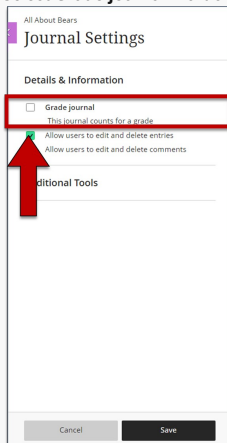
To grade a Journal, you must enable grades in a journal before you can assign grades.

Enabling Grades in Journals

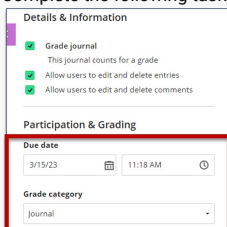
1. Select the Journal you want to enable grading for.
2. Select **Journal isn't graded** or the **gear icon**. Journal Settings panel is displayed.



3. Select **Grade journal**. Participation & Grading is displayed.



4. Complete the following tasks:



Grade using
 Points
 Maximum points
 100

Additional Tools
 Use grading rubric
[Add grading rubric](#)

Cancel Save

- Select **Due Date** and choose the day and time the Journal is due.
- Select **Grade category** and choose the Gradebook category applicable to the Journal.
- Select **Grade using** and select one of the following grade types: Letter, Points, or Percentage.
- Select **Maximum points** and enter the maximum grade a student can receive.

5. Select **Save**.

Grading a Journal

1. Select **Gradebook**.
2. Select the Journal you want to grade. Grades & Participation is displayed.
3. Select a student to view their response.

Blackboard Ultra Course
 Reflections on Values Visible to students

← Journal Grades & Participation

1 of 5 PARTICIPATING 1 TO GRADE 0 TO POST

Q Search by first name or last name Filter All statuses 25 items per page

Student	Status	Total Entries	Grade
Student A	Needs grading	1	--
Student B	No submission	0	--
Student C	No submission	0	--

4. Enter the **pill icon** and enter the student's grade.

Blackboard Ultra Course
 Reflections on Values 0 of 5 GRADED

Journal (3/30/23 - 3/31/23)
 1 Entries

Journal Prompt
 Reflections on Values

Entries

5 items per page

Type an entry


Student A NEW
 2 minutes ago, at 9:52 AM ...

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Phasellus egestas urna eget accumsan aliquam. Curabitur vitae consequat felis, sollicitudin venenatis felis. Aliquam laoreet ac enim ut vestibulum. Nunc dapibus dignissim nibh, quis scelerisque enim ornare ut. Curabitur eu sapien at metus egestas facilisis quis eget nulla. Aenean congue ullamcorper risus eget lacinia. Sed ut ipsum et ex maximus porta a nec lacus. Sed pretium, sapien eu eleifend porttitor, mauris ligula dictum elit, in porta lectus mauris ac velit. Donec ac est vestibulum, tempus tortor commodo, laoreet ligula. Aliquam erat volutpat.

5. Select the **feedback icon**. The Feedback for student panel is displayed.

Blackboard Ultra Course 0 of 5 GRADED

Reflections on Values →


Journal (3/30/23 - 3/31/23) ..  ..
 1 Entries

Journal Prompt

Reflections on Values

Entries

5 ▾ items per page




Student A NEW
 2 minutes ago, at 9:52 AM ...

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Phasellus egestas urna eget accumsan aliquam. Curabitur vitae consequat felis, sollicitudin venenatis felis. Aliquam laoreet ac enim ut vestibulum. Nunc dapibus dignissim nibh, quis scelerisque enim ornare ut. Curabitur eu sapien at metus egestas facilisis quis eget nulla. Aenean congue ullamcorper risus eget lacinia. Sed ut ipsum et ex maximus porta a nec lacus. Sed pretium, sapien eu eleifend porttitor, mauris ligula dictum elit, in porta lectus mauris ac velit. Donec ac est vestibulum, tempus tortor commodo, laoreet ligula. Aliquam erat volutpat.

Feedback

Student A

Feedback for student



Students see your feedback when you post grades

Cancel Save


6. Select the **text box** and input student feedback.

7. Select **Save**.

8. Select the **ellipses**. A drop-down menu is displayed.

Blackboard Ultra Course 0 of 5 GRADED

Reflections on Values →

Journal (3/30/23 - 3/31/23) ..  ..
 1 Entries

Journal Prompt

Reflections on Values

Entries

5 ▾ items per page

Type an entry



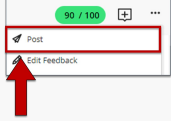
Student A

NEW

2 minutes ago, at 9:52 AM

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Phasellus egestas urna eget accumsan aliquam. Curabitur vitae consequat felis, sollicitudin venenatis felis. Aliquam laoreet ac enim ut vestibulum. Nunc dapibus dignissim nibh, quis scelerisque enim ornare ut. Curabitur eu sapien at metus egestas facilisis quis eget nulla. Aenean congue ullamcorper risus eget lacinia. Sed ut ipsum et ex maximus porta a nec lacus. Sed pretium, sapien eu eleifend porttitor, mauris ligula dictum elit, in porta lectus mauris ac velit. Donec ac est vestibulum, tempus tortor commodo, laoreet ligula. Aliquam erat volutpat.

9. Select **Post**. Grade is posted.



How did you find this article? Use the like button below if you found this article helpful.

tags : blackboard-ultra, blackboard-ultra-grading, enabling-grades, grading, grading-journals, ultra