

OpenKGUMSB

**GRADING MANUAL FOR
TEACHERS**

OpenKGUMSB Teacher Grading Manual

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Department:	KGUMSB
Date:	09-08-2024
For:	OpenKGUMSB Teachers

Grading

When teaching online and having students submit online assignments, the simplest way to calculate grades is to use the Gradebook.

By default, any graded activity created on the body of your Moodle course will have a corresponding item in your Gradebook. This includes graded assignments, forums, workshops and quizzes. How these graded items get categorized and calculated depends on the categories you have created for your Gradebook, as well as on the settings you choose when creating the activity.

Have the categories in your assessment plan at hand. For example, your assessment plan might have the following activities:

- Quiz
- Assignment
- Final Exam

1. Grade Student

In the following steps, each of your assessment categories will correspond to a grade category and each percentage will correspond to each category's weight.

Course Settings Participants **Grades** Reports More ▾

General

Feedback Sample
Opened: Wednesday, 14 August 2024, 1:16 PM Closed: Friday, 16 August 2024, 1:16 PM

Session 1:

Grade letters ▾ Search users Filter by name ▾

		Test Course						
First name / Last name	Email address	Peer Review (submission)	Peer Review (assessment)	Lesson	Assignment 1	Assignment 2	Course total	
KW Kencho Wangdi	kencho.wangdi@frph.edu.bt	<input type="text"/>	<input type="text"/>	<input type="text"/>	70.00	<input type="text"/>	70.00	
KW Kencho Wangdi	kencho.wangdi@frph.edu.bt	<input type="text"/>	<input type="text"/>	<input type="text"/>	70.00	<input type="text"/>	70.00	
Overall average		-	-	-	70.00	-	70.00	

Show 20 ▾ [Save changes](#)