

Blackboard 9 Assignment and Grade Center Management

By the end of this session you should:

- Know how to use the Assignments feature for online submission of assignments
- Understand the automated features of Blackboard for gradebook management
- Be able to set up grade center to provide feedback to students
- Discuss uses of Blackboard SafeAssign for academic integrity

Key Questions

- What are key ways to align stated learning outcomes from the syllabus with course assessments and grade center management?
- What are key ways for providing feedback to my students?

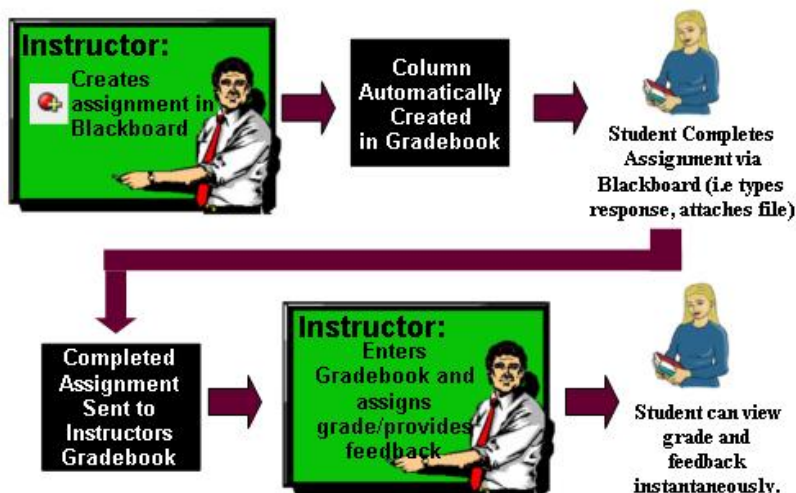
Session Overview

Chickering and Gamson's 7 Principles of Good Practice in Undergraduate Education (1983)

1. *Good Practice Encourages Student-Faculty Contact*
2. *Good Practice Encourages Cooperation among Students*
3. *Good Practice Encourages Active Learning*
4. *Good Practice Gives Prompt Feedback*
5. *Good Practice Emphasizes Time on Task*
6. *Good Practice Communicates High Expectations*
7. *Good Practice Respects Diverse Talents and Ways of Learning*

What are ways in which we task students in our classes (and what do we collect from them?)?

How the Assignment Process in Blackboard Works ([Northern Illinois University](#))

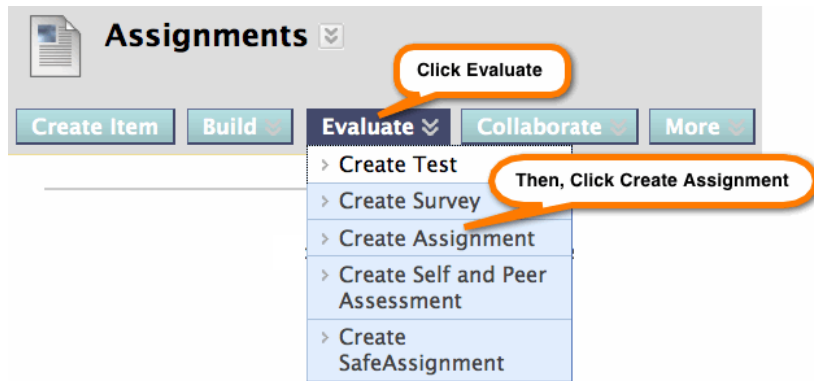


Blackboard provides you with an organized way to collect the work your students create, be it documents, powerpoints, spreadsheets, or other types of files. The Assignment Manager in Blackboard enables you in Blackboard to create Assignments in any content area and post them for students to complete. Creating an assignment automatically creates an item in the grade center which holds all the submitted student assignments.

Assignments – Create Assignment

The Assignment feature of Blackboard is a means to post assignments, which will be submitted electronically by the students. The feature automatically creates a column in the Grade Center and provides the opportunity for both student and faculty to add comments, attach files as they work with the assignment feature.

- Go into your desired content area
- Click Evaluate to display the menu of choices.
- Select Create Assignment



Make the assignment available by checking the box in item 4. If you want to allow multiple attempts, check the desired radio button and if needed, enter the number controlled of attempts.

4. Availability

Make the Assignment Available
 This assignment cannot be made available until it is assigned to an individual or group of students.

Number of Attempts Select desired setting

Allow single attempt
 Allow unlimited attempts
 Number of attempts:

Example of an Assignment Column as seen in the Grade Center:

<input type="checkbox"/>	Last Name	First Name	Biography Rej	Test 1
<input type="checkbox"/>	R		95.00	101.00
<input type="checkbox"/>	F		95.00	98.00
<input type="checkbox"/>	B		95.00	99.00
<input type="checkbox"/>	T		93.00	93.00
<input type="checkbox"/>	S		93.00	90.00
<input type="checkbox"/>	L		93.00	85.00

Assignment feature automatically creates a column.


Example Biography Report.

Center for Teaching Excellence (Fall 2010)




- Students Completing Assignment
- Downloading Completed Assignments
- Providing Feedback to Completed Assignments

◆ Discussion Forums

- Forum vs Thread
- Auto-Columns in Gradebook
- Facilitated Collection of Student Discussions

 **Thread Grade: Natasha Lekhram**

Grade: Submit Points possible: 20

 Print  Mark Read  Mark Unread

Filter Author Status Read Status

Select All Sort by in

Thread: Skills
Post: [RE: Skills](#) P
St
Author: Natasha Lekhram

Terry,

Performance is hard to measure however, it is very easy to observe. Warren Buffett was an excellent choice in my opinion. By doing this, Warren eliminates the guessing and can make an honest financial forecast without ever having worked in f

-Natasha L.

Thread: High performance teams
Post: [RE: High performance teams](#) P
St
Author: Natasha Lekhram

Jason,

Seems like performance was a stressed point in the biography reports. Norman was a smart man because he understood involved with opportunities. Condoleezza Rice also believed in taking her time to study the environment of the situation rat

-Natasha L.

Thread: Napoleon Bonaparte
Post: [RE: Napoleon Bonaparte](#) P
St
Author: Natasha Lekhram

Napoleon was a steadfast leader. He did not let anything or any one influence his leadership tactics which later proved to f

Grade Center

Grade Center is a major change from the Gradebook in former versions of Blackboard. To locate and access the Grade Center:

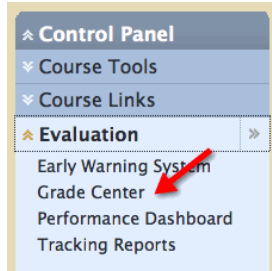
- Adding Items
- Managing Items
- Weighing Grades
- Downloading Grades

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- Go to Control Panel
- Evaluation
- Select Grade Center



- **Default view:** The “Full Grade Center” is the default view: Grade Center
- **It may be customized** to meet many needs
Default view:

The screenshot shows the 'Full Grade Center' interface. At the top, there are buttons for 'Create Column', 'Create Calculated Column', 'Manage', and 'Reports'. Below these are 'Current View: Full Grade Center', 'Set as Default', 'Sort Columns By: Layout Position', and 'Order: ▲Ascending'. The main area is a table with columns for 'Last Name', 'First Name', 'Running Weig', 'Running To', 'Pre-Final Ave', 'First Week', 'Biography Ref', 'Test 1', 'Test 2', and 'Test 3'. A callout box points to the first few rows of the table, stating: "Student names are now locked in position and grading columns which are too wide for the screen may be scrolled to see both the student name and desired grade cell."

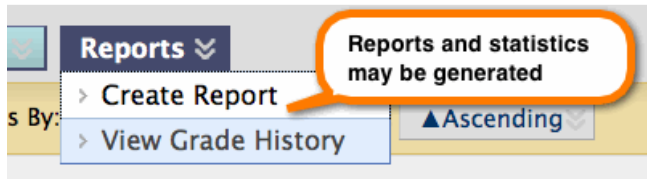
Last Name	First Name	Running Weig	Running To	Pre-Final Ave	First Week	Biography Ref	Test 1	Test 2	Test 3
All	oy	42.35	699.00	*87.4	20.00	88.00	87.00	89.00	71.00
Bo		46.83	768.00	*95.7	20.00	95.00	99.00	93.00	97.00
De						86.00	77.00	83.00	87.00
En						60.00	95.00	100.00	102.00
Ha						95.00	98.00	95.00	96.00
Ha						92.00	102.00	102.00	99.00
Kir						85.00	89.00	88.00	82.00
Lei	na	45.29	742.50	*93.1	15.00	93.00	85.00	94.00	92.00
Lu	relle	42.35	686.00	*85.9	20.00	85.00	94.00	82.00	88.00
Mc		39.27	623.00	*79	20.00	85.00	69.00	87.00	78.00
Mi	la	39.80	670.00	*TBA	20.00	70.00	93.00	93.00	84.00

- **Optional Display Settings**

The screenshot shows the 'Smart Views' dropdown menu. The 'Current View' is 'Full Grade Center'. The dropdown menu is open, showing options: 'Full Grade Center (Default)', 'Final Grade View', and 'Preview of My Grades'. A callout box points to the dropdown menu, stating: "Smart views are may be displayed."

Last Name	Username	Student ID	Last Access	Availability	W
Po				ole	-
Sti				ole	-

- **Grade Center Reports / Statistics**



Weighing Grades

3. Select Columns

Select the columns and categories to include in this weighted grade and then set the weight percentages.

Include in Weighted Grade

Columns to Select:

- Week 34
- Fill in the Blank Test Example
- Week One Attendance
- Practice for Final Exam
- Test 1
- Running Total
- Chem 302 Quiz 1

Column Information

Selected Columns:

Enter the weight percentage for each item. Percentages should add up to 100 percent.

- *20 % Column: Biography Report
- *10 % Column: Test 1
- *10 % Column: Test 2
- *10 % Column: Test 3
- *5 % Column: Mods 1-5
- *5 % Column: Mods 6-10
- *10 % Column: 3 Articles
- *30 % Column: Final Exam

Total Weight: 100 %

Downloading Grades

Grade Center

In the [screen reader view](#), the table is static and grades may be entered on the Grade Details page accessed by selecting the table cell for the grade. In the interactive view of the Grade Center, grades can be typed directly in the cells. Use the arrow keys or the tab key to navigate through the Grade Center and the Enter key to submit a grade.

Create Column
Create Calculated Column
Manage
Reports
Work Offline

Current View: Full Grade Center Set as Default
 Sort Columns By: Layout Position Order: Ascending

 > Upload
 > Download

Grade Information Bar

Last Name	First Name	Pre-Final Avera	First Week	Biography Repc	Test 1	Test 2	Test 3
Allis	Britney	*87.4	20.00	88.00	87.00	89.00	71.00
Bolton	James	*95.7	20.00	95.00	99.00	93.00	97.00
Dent	Paul	*78.2	15.00	86.00	77.00	83.00	87.00
English	Felicia	*TBA	20.00	0.00	95.00	100.00	102.00

Safe Assign

Academic integrity is a fundamental value in higher education. Students and faculty build their learning communities based on honesty, trust, fairness, respect and responsibility.

[“Best Practice Strategies to Promote Academic Integrity in Online Education,”](#)

Version 2.0, June 2009, is based on “Institutional Policies/Practices and Course Design Strategies to Promote Academic Integrity in Online Education,” produced by the Western Cooperative for Educational Telecommunication’s (WCET) Study Group on Academic Integrity and Student Authentication.



Checking Release Statement

I understand that this assignment will be checked against several databases for original content and will produce an originality report, which my instructor and I can view. This report will show how my paper compares to documents available on the Internet, in many print journals, a database of other papers submitted by Virginia Commonwealth University students, as well as a Global Database of papers submitted by all users of SafeAssign. I understand that my paper will be added to the Virginia Commonwealth University database for comparison of future papers against my work.

I also understand that if I select I agree to submit my paper to the Global Reference Database below, I am agreeing to have my paper stored in a Global Database of work so that future work of all students using the SafeAssign system can be compared against my work. I understand that submitting my paper to the Global Database is completely voluntary. I maintain ownership of the original intellectual property created, but this document must remain a part of the SafeAssign Institutional and Global Database.

PLEASE NOTE: Once an assignment is submitted it may take several minutes before the originality report is ready.

Read it
>> [View/Complete](#)