

Grading and Feedback

Once you are ready to enter grades in Moodle Gradebook you will have the options (if set up when assignment created) to add feedback comments and / or upload a feedback file (written or oral).

Grading Assignments

Introduction to Moodle

 News forum

Course Information

 Assignment Submission

1. Click the assignment name

Introduction to Moodle

Assignment Submission

Grading summary

Participants	1
Submitted	0
Needs grading	0
Due on	2/12/16
Time remaining	Assignment is due

[View/grade all submissions](#)

2. Click View/grade all submissions

Introduction to Moodle



Assignment Submission

Grading action

First name : All [A](#) [B](#) [C](#) [D](#) [E](#) [F](#) [G](#) [H](#) [I](#) [J](#) [K](#) [L](#) [M](#) [N](#) [O](#) [P](#) [Q](#) [R](#) [S](#) [T](#) [U](#) [V](#)
Surname : All [A](#) [B](#) [C](#) [D](#) [E](#) [F](#) [G](#) [H](#) [I](#) [J](#) [K](#) [L](#) [M](#) [N](#) [O](#) [P](#) [Q](#) [R](#) [S](#) [T](#) [U](#) [V](#)
Page: 1

3. Click icon under Grade next to the student name

[Reset table preferences](#)

Select	User picture	First name / Surname / Alternate name	Email address	Status	Grade	Edit	Last modified (submission)	File submissions	Submission comments	Last modified (grade)	Feedback comments	Annotate PDF	Final grade
<input type="checkbox"/>		tel student	janeseymour50@hotmail.com	Submitted for grading	-	Edit	10/11/16	 Assignment - abc12345678 Export to portfolio	Comments (1)	-	-	-	-

Page: 1
With selected...

Options

Assignments per page

Filter

Quick grading [?](#)

Show only active enrolments [?](#)

Assignment Submission



tel student (janeseymour50@hotmail.com)

Submission status

Submission status	Submitted for grading
Grading status	Not graded
Due on	10/11/16
Time remaining	Assignment was submitted 47 mins 55 secs early
Editing status	Student can edit this submission
Last modified	10/11/16
File submissions	Assignment - abc12345678 Export to portfolio
Submission comments	Comments (1)

3. You can view the work by clicking on the assignment name

4. You can add a grade here if using Moodle to grade work

5. Feedback to the student can go here

6. Click save changes

Grade

Grade

Grade out of 100

Current grade in gradebook -

Feedback comments

mat

Notify students No

Tip/Hint: Always load a feedback file BEFORE you add any feedback comments into the main comments box in case your comments disappear when the feedback file is loaded

Introduction to Moodle

Assignment Submission

Grading action

First name: All [A](#)[B](#)[C](#)[D](#)[E](#)[F](#)[G](#)[H](#)[I](#)[J](#)[K](#)[L](#)[M](#)[N](#)[O](#)[P](#)[Q](#)[R](#)[S](#)[T](#)[U](#)[V](#)[W](#)[X](#)[Y](#)[Z](#)
Surname: All [A](#)[B](#)[C](#)[D](#)[E](#)[F](#)[G](#)[H](#)[I](#)[J](#)[K](#)[L](#)[M](#)[N](#)[O](#)[P](#)[Q](#)[R](#)[S](#)[T](#)[U](#)[V](#)[W](#)[X](#)[Y](#)[Z](#)
Page: 1

[Reset table preferences](#)

Select	User picture	Alternate name	Email address	Status	Grade	Edit	modified (submission)	File submissions	Submission comments	Last modified (grade)	Feedback comments	Annotate PDF	Fit
<input type="checkbox"/>		tel student	janeseymour50@hotmail.com	Submitted for grading Graded	100.00 / 100.00	Edit	10/11/16	Assignment - abc12345678 Export to portfolio	Comments (1)	20/12/16	Demonstrates suitable behaviour for working in a professional context alone, or with others and in diverse teams (an increasing reality ...		10

7. Grade will show here

8. Feedback will show here

Release grades and feedback

Moodle My Courses My Assessment Feedback Timeline Library Academic Support Course Registrations Moodle Help Jane Russell

ual: university of the arts london

Course: Introduction to Moodle Assignment Submission Grading

Administration

- Assignment administration
- Edit settings**
- Locally assigned roles
- Permissions
- Check permissions
- Filters
- Logs
- Backup
- Restore
- Advanced grading
- View grades
- View/grade all submissions
- Download all submissions
- Course administration
- Switch role to...
- Site administration

1. Click Edit settings

Introduction to Moodle

Assignment Submission

Grading action

First name: All [A](#)[B](#)[C](#)[D](#)[E](#)[F](#)[G](#)[H](#)[I](#)[J](#)[K](#)[L](#)[M](#)[N](#)[O](#)[P](#)[Q](#)[R](#)[S](#)[T](#)[U](#)[V](#)[W](#)[X](#)[Y](#)[Z](#)
Surname: All [A](#)[B](#)[C](#)[D](#)[E](#)[F](#)[G](#)[H](#)[I](#)[J](#)[K](#)[L](#)[M](#)[N](#)[O](#)[P](#)[Q](#)[R](#)[S](#)[T](#)[U](#)[V](#)[W](#)[X](#)[Y](#)[Z](#)
Page: 1

[Reset table preferences](#)

Select	User picture	Alternate name	Email address	Status	Grade	Edit	modified (submission)	File submissions	Submission comments	Last modified (grade)	Feedback comments	Annotate PDF	Fit
<input type="checkbox"/>		tel student	janeseymour50@hotmail.com	Submitted for grading Graded	100.00 / 100.00	Edit	10/11/16	Assignment - abc12345678 Export to portfolio	Comments (1)	20/12/16	Demonstrates suitable behaviour for working in a professional context alone, or with others and in diverse teams (an increasing reality ...		10

▼ Notifications

Notify graders about submissions ?	No
Notify graders about late submissions ?	No
Default setting for "Notify students" ?	Yes

2. Select Yes and click Save and return to course

Further Support

Additional support is on hand should you require help. Contact the Digital Learning Support team at elearning-support@arts.ac.uk



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