

Grading Group Discussions

Upon creating groups, it's possible to also create group-specific Discussions and Assignment Dropboxes. To set up Group Discussions as assessment items, the most common workflow to facilitate grading is by Utilizing a Grade Category.

Creating Groups

- 1. Create the groups using the Groups tool (Edit Course/Groups).
- 2. Check the box to set up discussion topics for each group.
- 3. Provide a Forum Name for the new discussion topics.

Preparing the Gradebook

1. In Grades (Progress/Grades), click on the blue "New" button, selecting "Category".

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1	New More Actions					
	Item					
	Bulk Edit		_			
	Grade Ite	m	Туре	Association	Max. Points	Weight
	Assignments +		Marca da	Development.		40
	Assignment 5 +		Numeric	Dropbox 🕲	34	70
	Assignment 6 +		Numeric	•	15	30
	Quizzes ÷					40
	Quiz 4 👻		Numeric		22	45
	Quizb ¥		Numeric	•	10	55
	Group1 Collaborative Creative Writing		Numeric	Discussions 💮	5	10
	Group2 Collaborative Creative Writing		Numeric	Discussions 💮	5	10
	Group3 Collaborative Creative Writing 🖃 🔻		Numeric	Discussions 💮	5	10
	Collaborative Creative Writing Total 🔹		Calculated	-		1.1
	Final Calculated Grade +					
	Final Adjusted Grade					

- 2. Name the category to describe the group discussion topics.
- 3. Input the desired weight for the category.
- 4. Under "Distribution", choose the category option to "evenly distribute the points across the items".
- 5. Click "Save and Close".
- 6. Finally, click on Settings in the gradebook, and select the "Calculation Options" tab. Under Grade Calculations, select "Drop ungraded items".
- 7. Save.

Note: Dropping ungraded items is a critical step in this workflow. Treating ungraded items as "0" will penalize students for not posting in the group discussions they had no access to. If you are using "Treat ungraded items as 0" for the rest of your gradebook, see note at the end of this document.





Preparing Discussion Topics for Assessment

1. Under the 'umbrella' discussion forum you've created (in the Discussions area of the course), choose "Edit Topic" for each topic that was created when the groups were created.

Hide Topics for Collaborative	Creative Writing			
Торіс		Threads	Posts	Last Post
Group 1 Topic 🔼 View To	pic	0	0	
Group 2 Topic	ppic Statistics be	0	0	
Group 3 Topic -		0	0	

2. Select the "Assessment" tab and click on "New Grade Item".

Properties	Restrictions	Assessment	Objectives	
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Grade Item				
Choose a	grade item *	[New Grade	Item] @	
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Add Rubric	2			
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3. Give the new grade item a name, to easily identify it as part of the group it relates to, and choose the related Category (created in Grades) from the dropdown menu to connect the two. Select "Save".

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andbox - Sondra Ma	New Grade Item					×	
Edit Topic - Group	General _{Type}						
Assess Topic	Numeric						
Properties Restrictions	Name *						
Assessment	Short Name	0					
Choose a grade item	Category						
Score Out Of	✓ None Assignments (40% of final grade) Quizzes (40% of final grade) Collaborative Creative Writing (5% d Percentition (5% d) End grade)	of final gra	de)				
Rubrics	Grading		_				
Add Rubric	Maximum Points •						
No rubrics selected.	10 💿						
[Create Rubric in New Window]	Weight •						
Posts Allow assessment of individ Calculation 	10 ©						
Select a calculation met							
	Bonus						
Save and Close Save ar	Grade Scheme						





- 4. Enter a value in the "Score Out Of" box (the value should be the same for all topics within the group).
- 5. Select the "Save and Close" button.
- 6. Repeat these steps for each of the topics created for each group.

Grading Student Postings

Once students have posted in their group discussion topics, to grade postings:

1. In Discussions, beside the topic you're going to grade, click on the small black arrow and select "Assess Topic".

	4	View Topic			
Collaborative	1	Edit Topic			
V Hide Topics for (h	View Topic Statistics			
	M	Assess Topic			
Tests	Ŷ	Subscribe	Threads	Dente	Level Devel
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Group 1 Topic	*		0	0	
Group/section r	estr	ictions. 🕼 Includes assessment.			
Group 2 Topic			0	0	
Group/section r	estr	ictions. 🏽 Includes assessment.			
Group 3 Topic	up 3 Topic 👻			0	

- 2. Click on the "Assessments" tab, and in the dropdown menu beside "View By", select "Groups", and then click "Apply".
- 3. When you click on a student's name, you will see all posts made by that student within the topic. Enter a grade for the student, select the blue "Save and Close" button, and proceed to grade the other students in the group, making sure to enter zeros for those who did not post.
- 4. Repeat for each group topic.
- 5. Each student should have a grade in just one of the discussion topics. Do not enter zeros for the groups in which the student is not a member, leave these as "ungraded".

NOTE: If you are using "Treat ungraded items as 0" for the rest of your gradebook, go to the category and select to drop all but 1 of the items in the category and the grading will work properly.

Calculated Grade Item

It is also possible to grade group discussions using a calculated grade item.

