



Display Dalhousie Letter Grade in Gradebook

You can use the standard grade schemes available within Brightspace gradebook to convert final grades (out of 100) to the appropriate letter grade for your courses. The system defaults to the percentage grade scheme, so you need to modify your final grade item in order to view the letter grade.

In the list of Schemes available, you will find both graduate and undergraduate letter grades. In both cases, for the Faculty of Agriculture, choose the one with “rounded” included in the name.

Scheme Name	Default Scheme	Set As Default
Organization Schemes		
Percentage	<input checked="" type="checkbox"/>	
Dalhousie Graduate Letter		<input checked="" type="checkbox"/>
Dalhousie Graduate Letter Rounded		<input checked="" type="checkbox"/>
Dalhousie Undergrad Letter		<input checked="" type="checkbox"/>
Dalhousie Undergrad Letter Rounded		<input checked="" type="checkbox"/>

Edit calculated final grade to display letter grade:

1. On the **Manage Grades** page, click on the name of the item you want to edit. In this case, click on **Final Calculated Grade**
2. Change **Grade Scheme** from the default scheme to Dalhousie Undergrad (or Graduate) Letter Rounded
3. In **Managing View**, choose **Override display options for this item** and include Grade scheme symbol in the **Show** options
4. Click **Save and Close**.

Edit Calculated Final Grade

Properties

General

Name *
Final Calculated Grade

Short Name
[]

Grading

Can Exceed

Grade Scheme
Dalhousie Undergrad Letter Rounded

Display Options

Hide Display Options

Student View

Display class average to users

Display grade distribution to users

Override display options for this item

Show

Points grade

Grade scheme symbol

Grade scheme color

Managing View

Override display options for this item

Show

Points grade

Grade scheme symbol

Grade scheme color

Save and Close Save Cancel