Advanced Grade Book Key Points
Spring 2019

Need Help? Remember canvas.colostate.edu
http://info.canvas.colostate.edu

Grade Book icons and colors
-Search online for Canvas grade book icons

Exclude a Student from an Assignment
-Type “EX” as their grade in grade book column.
-The assignment will be excluded from that student’s grade calculation.
-Reduces total points available for that student by amount of excluded assignment.

Differentiated Assignments
-Can have different due dates, availability times, by section or student(s)
-Can give assignment to some students but not others.
  E.g. have grad students in class who need to do additional assignments.
-Add on but don’t remove.
  e.g. Don’t remove “Everyone” when you want to extend the assignment for one student.

Assignment Groups
Good way to organize your assignments for you and your students.
-Each assignment group gets its own Subtotal column in the grade book.

Drop Lowest / Keep Highest Scores in an Assignment Group
-Ideal is each item in group is worth same number of points.
-If assignment points differ, Canvas will calculate which item will benefit the student the most based on percentage

Weight Assignment Groups
-100% scale.
-Can exceed 100%
-Group weighted at 0% will not be included in grade book calculations.

(OVER)
Create Your Own Grading Scheme
- 100% scale
- Use CSU approved grades
- Can adjust however you want up to 2 decimal places

Extra Credit Assignments
Most common way to give extra credit points is to create an assignment worth 0 points.
- Students who do extra credit assignment get points; students who do not are not penalized.
- Does not change total points available in your grade book.

Extra Credit Percentage Group and Assignment
- Allow students to earn higher than 100% in class.
- Create separate weighted Extra Credit Assignment Group

Current assignment groups add up to 100%

Create an Extra Credit Assignment group worth 5%.
Total weight in course: 105%

Create an assignment under this group worth whatever points you wish.
e.g. 5 points. If a student earns 5 points on the extra credit assignment, it would raise their grade by 5%.