DotEd Gradebook

Making the Grading Process Transparent for Students and Faculty
Grading Process and Transparency: a few assumptions

Grading is a process!

Focus on weighted grading

Transparency is both fair and motivating for students

Transparency can reduce anxiety for Student and Faculty
What is my grading philosophy and process?

Process and philosophy is individual and depends on personality and approach. It is unique and can exist in many variations.

What if...

I consider myself objective and...

...prefer numeric values for outcomes

...prefer to apply weights to values

...grade on strict point-based rubrics

...use arithmetic curving methods

What if...

I consider myself subjective and...

...prefer non-numeric values for outcomes

...prioritize objectives but “everything counts”

...categorize subjective topics for guidance

...use extra-credit or drop-lowest curving methods
What is my grading philosophy and process?

DotEd Gradebook offers a variety of tools and methods for grading. With a clear philosophy we can find the right tools for the job.

Categorization

Aggregation methods
- applied to grade categories
- determine how grades are calculated

Grade types
- Values - numeric scale
- Scale - an item in a list (A, A-, B+, B, ...etc)
- Text - feedback text only
An example: A Numeric and Weighted Grading Approach

<table>
<thead>
<tr>
<th>Component</th>
<th>Weight</th>
</tr>
</thead>
<tbody>
<tr>
<td>Process Book</td>
<td>10%</td>
</tr>
<tr>
<td>Projects</td>
<td>30%</td>
</tr>
<tr>
<td>Weekly Homework</td>
<td>60%</td>
</tr>
<tr>
<td>Course Total</td>
<td>100%</td>
</tr>
</tbody>
</table>

Establish priorities for learning outcomes with weighted averages at both the class and project level.

Attempt to apply objective framework to subjective topics.

Reward improvement with progressively higher weights.

Include written and verbal feedback with most grades.

Requires little, if any, math to implement with gradebook implemented with numeric or letter-based grades.
Weighted Grading: Design the Grading Scheme in the Syllabus

<table>
<thead>
<tr>
<th>Category Weight</th>
<th>Sub-Category Weight</th>
</tr>
</thead>
<tbody>
<tr>
<td>60% Weekly Expectations and Professionalism</td>
<td></td>
</tr>
<tr>
<td>40% Project Deliverables</td>
<td></td>
</tr>
<tr>
<td>10% Process Book</td>
<td></td>
</tr>
</tbody>
</table>

Your Grade will be based on demonstrated understanding of the class content. Through completion of homework and class projects, you will be assessed on demonstration of skill and creativity in class projects, and the high level of professionalism expected at all times during the course of the class.

**60% Weekly Expectations and Professionalism**
- **60% Weekly Homework Assignments** (Design Journal Assignments, Prototyping Assignments, Design Project Assignments, Writing Assignments and other recurring weekly assignments)
- **40% Professionalism and Weekly Class Participation** is required at all times. Points for professionalism may be deducted from this portion of your grade at any time. Points Will Be Deducted for the following reasons: Incomplete homework, leaving early, late return from breaks, inattentiveness during class, texting in class (or otherwise staring at your phone), inattentiveness during lecture, demonstration and critique, failure to clean up work space, storing work in the classroom. Points may also be deducted for disrespect for facilities, classmates, staff and faculty. (See: Text, Social Media and Cell Phone policy below)

**30% Project Deliverables**
- 40% for first project process and deliverables
- 60% for final project process and deliverables

**10% Process Book**
- The process book is a portfolio showing the culmination of your learning and demonstrated projects and assignments. It will be due week 14.

Simple Arithmetic:
40% of 60% of a grade is:

$$0.4 \times 60 = 24\%$$ of the total grade
Tips for success in DotEd

DotEd is based on Moodle - think Wordpress for learning management systems - created by educators who are also web developers...

- Interface requires close reading...
- Offers explanations for most configurable elements...
- Heavily documented online...
  - https://docs.moodle.org/
- Modular and easy to change things after they are created...
  - YOU CAN’T BREAK IT
- FINAL GRADES MUST BE ENTERED INTO THE FACULTY DASHBOARD
Gradebook Setup: Basic Settings

https://docs.moodle.org/310/en/Grader_report

Under the Actions Menu

Under the Admin Menu
Gradebook Setup: Basic Settings

Gradbook nav menu

Overall course settings

Settings for grader report
Gradebook Setup: Category Setup

Top-Level Category Settings
Add Categories Here
Gradebook Setup: Category names and Aggregation

- **Mean** is a straight average.
- **Weighted Mean** allows specifying a weight factor.
- **Simple Weighted Mean** is weighted by relative Max Grade.

Name is visible in grader report and user report.

Aggregation specifies how grades in the category total.
Gradebook Setup: Contextual help!

Click the blue question mark to see info about most items.

Some include a “more help” link to online moodle docs.
Gradebook Setup: sub-categories

After creating one category, all new categories and grade items will have the option to select a Parent category.

Place the Sub-Category in a Main Category

SAVE CHANGES!!!
Gradebook Setup: Category weights

Weights in category total to 1

Press ENTER to save or use “Save Changes” at bottom!
Gradebook Setup: Category weights

Assignments can be weighted just like the sub-categories at the same organizational level.

Press ENTER to save or use “Save Changes” at bottom!
Gradebook Setup: Category weights don’t have to be percentage-based

Moodle actually calculates weights “on-the-fly” based on the total of all weights in a category regardless of the selected weight method

- Any two weights of equal value will have equal weight
- Larger values will have more weight than lower values
- Strict proportions are not necessary
- Strict proportions do calculate out correctly
Gradebook Setup: Category weights don’t have to be percentage-based

Simple Weighted Mean (average) calculates a weight based on each assignment point total as a proportion of the total points in a category.

Assignments worth more points will have more impact
Assignment worth less points will have less impact

Sub-category aggregation methods do not have to match the parent categories aggregation method!

Mixed-methods allow for contextual flexibility
Grade Items: Assignments and Quizzes are Grade Items

Note: Simple direct grading is only one of several methods including rubric grading...

https://docs.moodle.org/310/en/Grade_items
Gradebook Setup: Manually add grade items for gradeable activities
Gradebook Setup: Manually add grade items for gradeable activities

- Name is visible in grader report and user report
- Select a value type: Value (number/total), Scale (like A, B, C, D), Text (feedback only)
- Add the item to category here
- Don’t forget to SAVE!!!
Gradebook Setup: Categories and Grade Items for Rubric-esque grading

Projects is a Category
Project 1 is a Sub-Category

Each gradeable aspect of the project is a grade item

Weights can be applied to the individual grade items
Gradebook Setup: Making changes!

Manually added categories and grade items can be edited anytime from setup.

SHOW/HIDE items and categories in the edit menu.

Click UP/DOWN arrow to move an individual item with a visual interface...

NOTE: Grade items for quizzes or assignments may only be edited from the assignment or quiz settings or grader report with an override.
Gradebook Setup: Making changes!

Click any RIGHT arrow to move the item to a new location in the hierarchy.
Gradebook Setup: Making changes!

Select items with check boxes on the right.

Click a category in the list at the bottom to move selected items there.
Let’s Grade! Basics

- Shows full report: all students and grade items listed
- Shows a single grade item for all users or all grade items for a single user (student)
- Shows what a user (student) sees
Let’s Grade! Basics: Grader Report

- +/- to expand/collapse grade categories
- Links to item and category settings
- Links to assignments: best for assignments
- Single view for grade items: best for feedback with manual grade items
- SAVE direct edit changes
- Enable/Disable Direct editing in item boxes
Let’s Grade! Assignments

Click any assignment link from any screen/menu
Let’s Grade! Assignments

- Input grade and comments
- Select a specific student from list
- Save and jump to the next student form
Let’s Grade! Manual Grade Items

Click any pencil next to any manual grade item

Add feedback here... Small box is deceiving. You can copy/paste a much longer block of text into this space!

Assignments can be graded here as well but it will appear as an Override

See a single student’s entire grade sheet here (next slide)
Let’s Grade! Single User View

Manual Grade Items and comments can be added here. SAVE at the bottom!
Let’s Grade! What do Students See?

Select a student and view report as user.

Shows what a user (student) sees.
Recommended Changes to Clean Up the User Report

By default letter grades are not shown. Play with the settings on the course grade settings page to customize the user report to your liking.

All settings have a default so it is easy to set things back to defaults if you get lost.

In Gradebook Setup you can hide the final grade. This will prevent students from seeing it until it is officially posted through the faculty dashboard.
Wrap-up

Think through how you grade - what is my grading philosophy

Define it in the course syllabus

Start by setting up categories

Add or move grade items into categories

Check the moodle docs if you get stuck

https://docs.moodle.org/27/en/Gradebook

You can’t break anything here so play and experiment!