

Unit Topic: Reweighting the Gradebook for Individual Students

Introduction

There are times when a final grade calculation for a student does not follow the same weighting as the other students in the class. For example, a student might miss an assessment (for some acceptable reason), and the course outline describes that the weight of this missed assessment will be transferred to a later (or final) assessment.

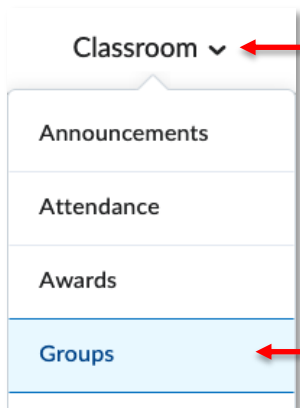
Content

This document covers the following topics:

- Setting up Groups
- Setting up a consolidated grade item
- Inputting marks and documenting the process

Setting up Groups

The first step is to set up the ability for students to see their reweighted grades, without breaching any privacy.




Click on **Classroom** navigation option, (or **Course Admin**)...

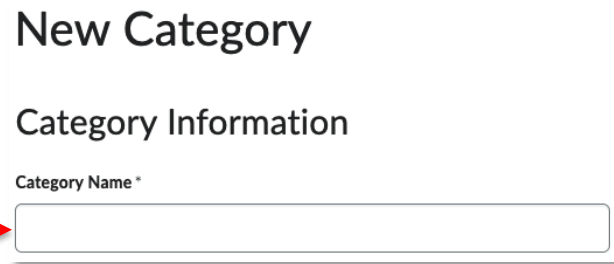
and select the **Groups** option.

The screenshot shows a navigation menu with the following items: Classroom (selected), Announcements, Attendance, Awards, and Groups (highlighted in blue).

Click on the **New Category** button...



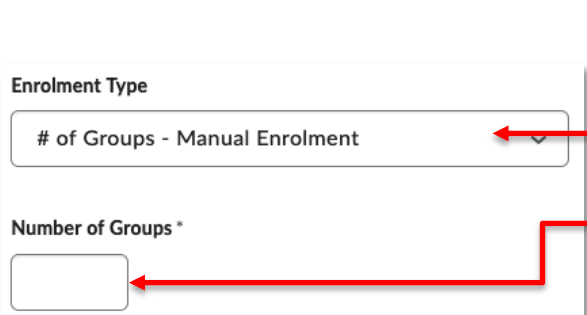
... and set the **Category Name** to "Reweighted".



New Category

Category Information

Category Name *



Enrolment Type

of Groups - Manual Enrolment

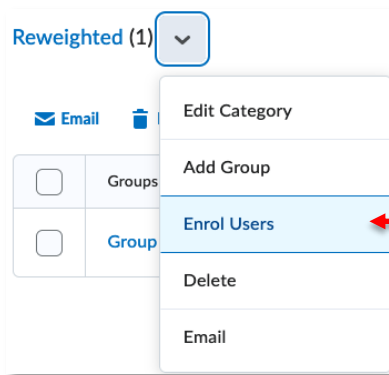
Number of Groups *

Set the **Enrolment Type** to be **# of Groups - Manual Enrolment...**

...and the number of groups to be the number of students who need an item reweighted.

The screenshot shows a form with two fields: 'Enrolment Type' with a dropdown menu showing '# of Groups - Manual Enrolment' and 'Number of Groups' with an empty text input field.

Next, click the **Save** button. There will be a popup window, click the **OK** button.



Now click the action menu for the Reweighted item you just created and select the **Enrol Users** option.

First Name ▲ , Last Name, Username, Org Defined ID	Group 1 Users: 1
brett.clayton-SB85, Instructor Student View, InsStuView_brett.clayton-SB85, InsStuView_brett.clayton-SB85 🗄	<input checked="" type="checkbox"/>

Click on the checkboxes to enrol *one* student in each of the available groups.

NOTE: The students in these groups are only the ones who need an item reweighted.

Click the **Save** button to set your enrolments. You can now go to the course **Grades**.

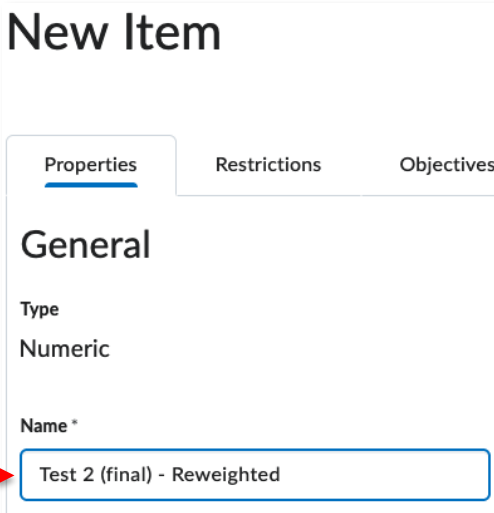
Setting up a consolidated grade item

In this example, the Test 2 (final) item will be reweighted to receive the weight of the Assignment 2 item.

<input type="checkbox"/>	Assignment 2 ▾	Numeric	-	100	15
<input type="checkbox"/>	Test 1 (midterm) ▾	Numeric	-	100	20
<input type="checkbox"/>	Test 2 (final) ▾	Numeric	-	100	20

Click on the **Grades** navigation option and go to the **Manage Grades** page (if you are not taken there by default).

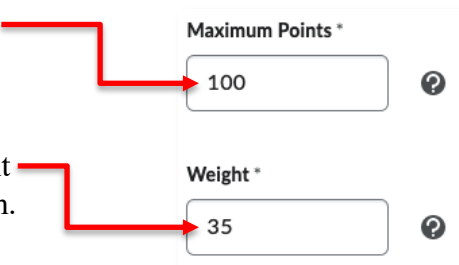
Create a **New** grade item, **Numeric** type, and call it **(Final Assessment) - Reweighted**.



The 'New Item' form is shown with the 'Properties' tab selected. Under the 'General' section, the 'Type' is set to 'Numeric'. The 'Name' field is highlighted with a red box and contains the text 'Test 2 (final) - Reweighted'. A red arrow points from the text 'call it (Final Assessment) - Reweighted.' to this field.

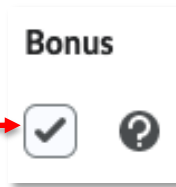
Set the **Maximum Points** to be the *same* as the original (Final Assessment)...

...and set the **Weight** to be the *combined* weight of the missed item and the final assessment item.

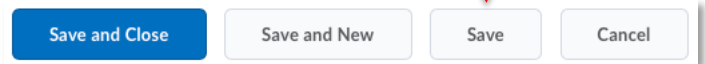


The 'Maximum Points' field is set to '100' and the 'Weight' field is set to '35'. Red arrows point from the text 'Set the Maximum Points to be the same as the original (Final Assessment)...' to the 'Maximum Points' field, and from the text '...and set the Weight to be the combined weight of the missed item and the final assessment item.' to the 'Weight' field.

Check the **Bonus** checkbox to make this new item a bonus to your course.

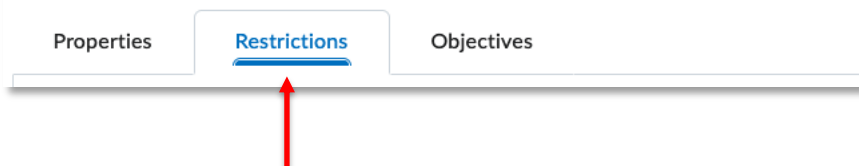


Click **Save**, but don't close the item.



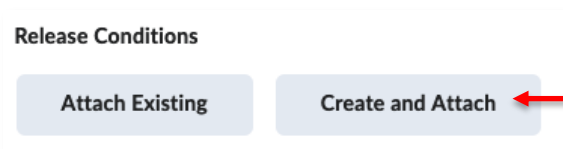
To prevent confusion, it is best that only the desired student(s) see this new grade item.

Edit Item: Test 2 (final) - Reweighted

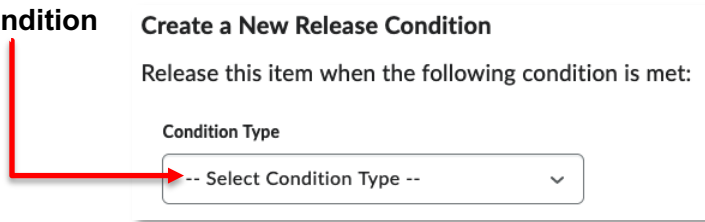


Click on the **Restrictions** tab of the item you are still editing.

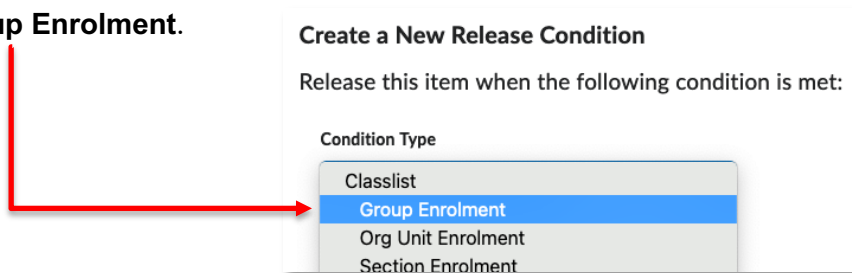
Next, scroll down to the Release Conditions section and click the **Create and Attach** button.



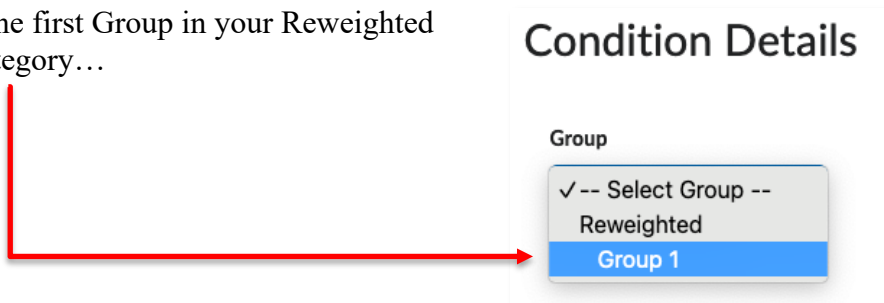
In the window that appears, set the **Condition Type**...



...to be **Classlist > Group Enrolment**.



Choose the first Group in your Reweighted group category...

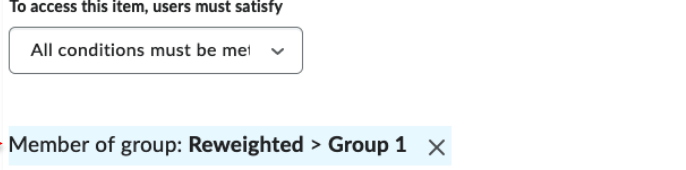


...and click the **Create** button.



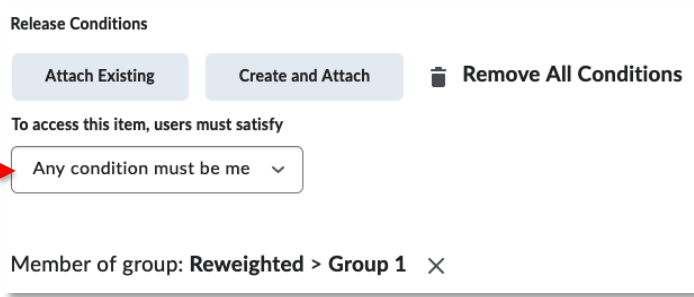
Repeat this Create and Attach process for each student (Group 2, Group 3, etc.) that needs to be assigned this reweighted item.

You will see conditions listed at the bottom of the Restrictions page.



The screenshot shows the 'Release Conditions' section of a software interface. At the top, there are three buttons: 'Attach Existing', 'Create and Attach', and 'Remove All Conditions'. Below these buttons, the text reads 'To access this item, users must satisfy'. A pull-down menu is open, showing the selected option 'All conditions must be met'. Below the menu, there is a condition listed: 'Member of group: Reweighted > Group 1' with a close icon (X) to its right. A red arrow points from the text on the left to the pull-down menu.

Be sure to change the **To access this item, users must satisfy** pull-down menu to **Any condition must be met.**



The screenshot shows the 'Release Conditions' section of a software interface, similar to the one above. The 'Attach Existing', 'Create and Attach', and 'Remove All Conditions' buttons are present. The text 'To access this item, users must satisfy' is followed by a pull-down menu where 'Any condition must be met' is selected. Below the menu, the condition 'Member of group: Reweighted > Group 1' is listed with a close icon (X). A red arrow points from the text on the left to the pull-down menu.

You can now **Save and Close** the grade item

NOTE: if you have students who missed different assessments, you may need to make multiple (Final Assessment) - Reweighted items of different combined weights.

Inputting marks and documenting the process

The next steps are a matter of documentation.

For the appropriate student(s), assign a mark of **0** to the missed assessment and indicate in the grade Feedback that the weight of this missed assessment has been transferred to (Final Assessment) - Reweighted.

For the same student(s), note the student achievement on the final assessment, then overwrite that with a mark of **0**, and indicate in the grade Feedback that the weight of this assessment has been transferred to (Final Assessment) - Reweighted.

Lastly, input the achievement you noted in the step above in the (Final Assessment) - Reweighted item *only for the appropriate student*. The other students should have *no mark*.

The result is that the achievement (and high weighting) of the (Final Assessment) - Reweighted bonus item compensates for the zeroes that have been input for the missed and original final assessment grade items.

There is no need for manual calculations, or the Final Adjusted Grade item. The Final Calculated Grade will be correct for all students.