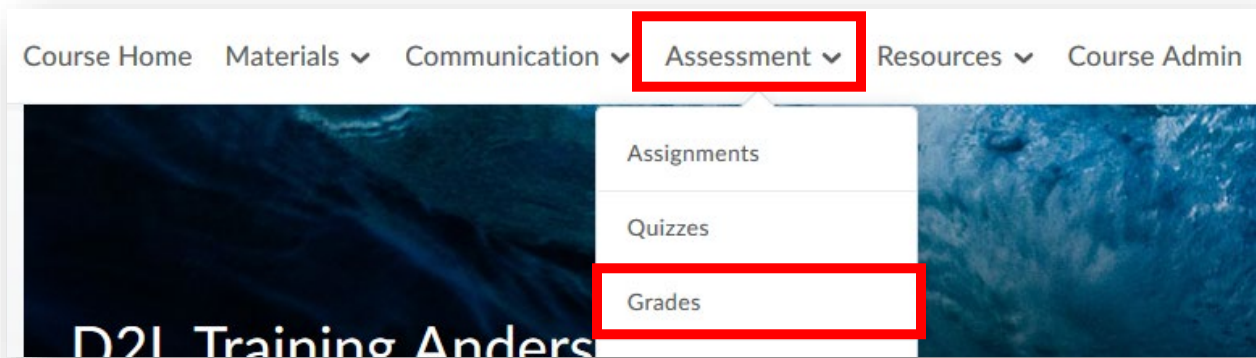




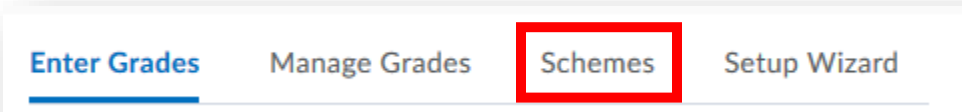
# Creating a Grade Scheme

Creating a grading scheme allows you to evaluate student performance in an online course.

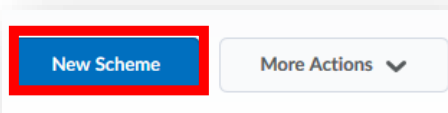
- On your course navigation bar click “Assessment” then choose “Grades”:



- Click the “Schemes” link:



- Click the “New Grade Scheme” button:





- Enter a name for the scheme in the “Name” field:

Name \*

- Fill out the range fields:

- In the “Symbol” field, enter a letter grade that represents the grade range, such as “A+” or “Excellent”:
- In the “Start %” field, enter the lowest percentage and work up (the first value will be “0”)
- You can also associate a color with the symbol
- Put the highest percentage of the range in the “Assigned Value %” field

### Ranges

#	Symbol*	Start %*	Color	Assigned Value %	Remove
1	<input type="text" value="F"/>	0	<input type="color" value="#f08080"/>	<input type="text" value="59"/>	
2	<input type="text" value="D"/>	<input type="text" value="60"/>	<input type="color" value="#f0e68c"/>	<input type="text" value="69"/>	<input type="button" value="🗑"/>
3	<input type="text" value="C"/>	<input type="text" value="70"/>	<input type="color" value="#f0f080"/>	<input type="text" value="79"/>	<input type="button" value="🗑"/>
4	<input type="text" value="B"/>	<input type="text" value="80"/>	<input type="color" value="#90ee90"/>	<input type="text" value="89"/>	<input type="button" value="🗑"/>
5	<input type="text" value="A"/>	<input type="text" value="90"/>	<input type="color" value="#6495ed"/>	<input type="text" value="100"/>	<input type="button" value="🗑"/>



- If you need to add ranges, enter the desired number of ranges in the “Number of Ranges” field and then click the “Add Ranges” button:

Number of Ranges

- If you need to remove a range, click the trash can icon in the “Remove” column:

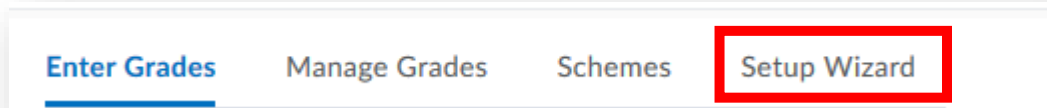
#	Symbol*	Start %*	Color	Assigned Value %	Remove
1	<input type="text" value="F"/>	0	<input type="color" value="#f00000"/>	<input type="text" value="59"/>	
2	<input type="text" value="D"/>	<input type="text" value="60"/>	<input type="color" value="#ffa500"/>	<input type="text" value="69"/>	<input type="button" value="🗑"/>
3	<input type="text" value="C"/>	<input type="text" value="70"/>	<input type="color" value="#ffff00"/>	<input type="text" value="79"/>	<input type="button" value="🗑"/>

- When finished, click the “Save and Close” button:

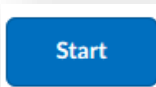


### To Apply a Grade Scheme to Your Course

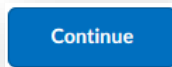
- Go to the gradebook and Click the “Setup Wizard” link:



- The setup wizard will start
- Click the “Start” button:



- Click the “Continue” button:



- When you arrive at Step 4, select the scheme by clicking the radio button:



- Then Click the “Continue” button through all the steps and then click the “Finish” button:

