

# Grading Discussions

The Discussion Board Grader simplifies the process of evaluating and grading a student's participation in discussion board forums. With the Discussion Board Grader, you have access to a single page with every message that a student has posted to a particular forum, number of words per message, and number of original messages and replies.

Grading options are available when a Forum is created or by modifying a Forum. Once Grading has been enabled, a Grade Center Item is created and all the advanced management features that can be applied to the item should be managed from the Grade Center.

**Warning:** Do not change the Grade Center Name once you have added grading to the forum. Doing so will break the link between the forum and the gradebook.

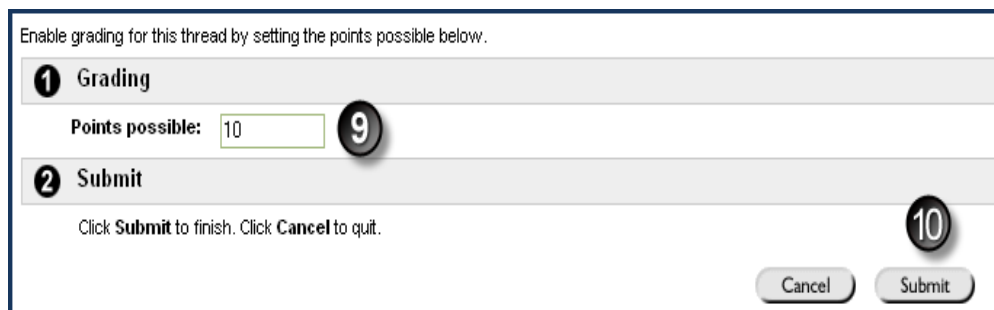
## Enabling Grade Threads:

1. Open your course **Control Panel**.
2. Click on the **Discussion Board** link in the Course Tools area of the screen. The Discussion Board listing screen will be displayed.
3. Click on the Discussion Board that contains the forum that will be modified if more than one Board is defined. The forum list will be displayed.
4. Click on the **[Modify]** button to the right of the Forum you want to change.
5. Under *Forum Settings*, click on the **Grade threads** radio button.
6. Next click on the **[Submit]** button. The forum listing screen will be displayed.
7. Click on the Discussion Board **Forum** that will be graded.



<input type="checkbox"/>	11/11/08 10:39 AM	<a href="#">Thread 2</a>	JoAnn Gonzalez-Major	Hidden	<a href="#">tag sample, selected</a>	1	2	<b>Enable</b>
<input type="checkbox"/>	11/11/08 10:39 AM	<a href="#">Thread 1</a>	JoAnn Gonzalez-Major	Published	<a href="#">selected</a>	0	1	<b>Enable</b>

8. Click the **[Enable]** button for the thread to be graded.



Enable grading for this thread by setting the points possible below.

**1 Grading**

Points possible:

**2 Submit**

Click **Submit** to finish. Click **Cancel** to quit.

Cancel Submit

9. Enter the Possible Points for thread in the **Points possible** text box.
10. Click on the **[Submit]** button.

## Grading a Forum:

Display Order	Forum	Total Posts	Unread Posts	Total Participants	Grade
1	<a href="#">samlpe forum 1</a>	3	1	2	Grade

Course forum instructions to students

1. Click on the **Grade icon** to the right of the Forum you want to grade. The **Grade Forum Users** screen will be displayed.

Select the Grade button to view a user's posts and assign a grade for this forum. **Points possible: 50**

Last Name	First Name	Username	Posts	Grade
Student1	Test	<a href="#">teststudent1</a>	0	Grade

OK

2. Click on the **[Grade]** button to the right of the student you want to grade.
3. Review student posts.

Thread Grade: Test Student1

Grade:   Points possible: 50

Print Mark Read Mark Unread Tag Go

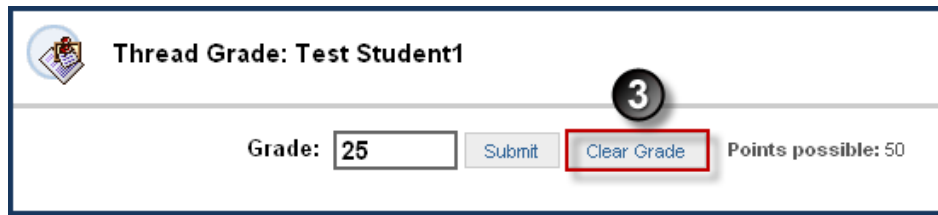
4. Then enter a grade in the **Grade** text box.
5. Next click the **[Submit]** button to the right of the Grade box. **Note:** The grade will automatically be added to the Grade Center.
6. Click the **[OK]** button at the bottom of the browser window to return to the **Grade Forum Users** page to grade the next student.
7. Click the **[OK]** button again to return to the discussion board.

## Clearing a Forum Grade:

Display Order	Forum	Total Posts	Unread Posts	Total Participants	Grade
1	<a href="#">samlpe forum 1</a>	3	1	2	Grade

Course forum instructions to students

1. Click on the **Grade** icon to the right of the Forum where you want to clear a grade. The **Grade Forum Users** screen will be displayed.
2. Click on the **[Grade]** button to the right of the student who needs the grade adjustment.



3. Click on the **[Clear Grade]** button. **Note:** The grade will automatically be removed from the Grade Center.
4. Click the **[OK]** button at the bottom of the browser window to return to the **Grade Forum Users** page.
5. Click the **[OK]** button again to return to the discussion board.

#### Grading Threads:

1. Select the Discussion Board **Forum** you want to grade.
2. Click on the **Grade** icon to the right of the Thread you want to grade.
3. Click the **[Grade]** button next to the student you want to grade.
4. Review student posts.



5. When finished, enter a grade in the **Grade** text box provided.
6. Select the **Submit** button located to the right of the **Grade** box. **Note:** The grade will automatically be posted in the Grade Center.
7. Click the **[OK]** button at the bottom of the browser window to return to the **Grade Forum Users** page to grade the next student.
8. Click the **[OK]** button again to return to the discussion board.