

Transferring results to Oodi

The assessments are not sent to Oodi automatically. The grades given within MyCourses can be downloaded in Excel or CSV format, among others. The list can then be delivered to the Oodi personnel (various practises are followed; please contact your school LES personnel to get the instructions)

On the left side bar, click *Grades Export*

Grader report

View Setup Scales Letters Import **Export**

Grader report Grade history Outcomes report Overview report Single view User report

All participants: 7/7

First name	All	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z
Surname	All	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z

Choose format and grades you want included.

Export to Excel spreadsheet

View Setup Scales Letters Import **Export**

OpenDocument spreadsheet Plain text file **Excel spreadsheet** XML file

Grade items to be included

- Course total
- Try Matrix quiz

More info: [How to calculate the course total](#)