

Grades

Grader report

Click *Grades* on the left side bar to see the *Grader report*.

In Grader report teachers can view reports of each students and all activities with grading.

How to calculate the *Course total*

Course total column shows the result of the aggregation of all the grading activities. You can choose different aggregation methods:

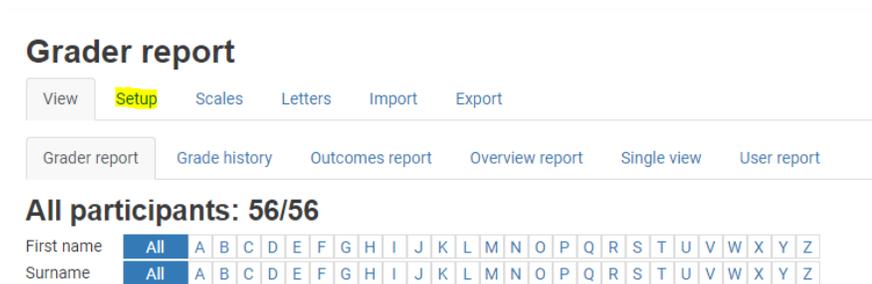
- mean of grades
- median of grades
- weighted mean of grades
- lowest grade
- highest grade
- mode of grades
- natural (the sum of all grade values)

The last column of the grader report, *Course total*, calculates and shows automatically the course total grade, based on your settings.

As a default, the *aggregation* method is *Simple weighted means of grades*, and the *maximum grade* is 100.

You can change the aggregation method, set maximum to 5 and print a list of course grades as an excel:

Open *Grades* to see the Grader report *Setup* tab



Grader report

View **Setup** Scales Letters Import Export

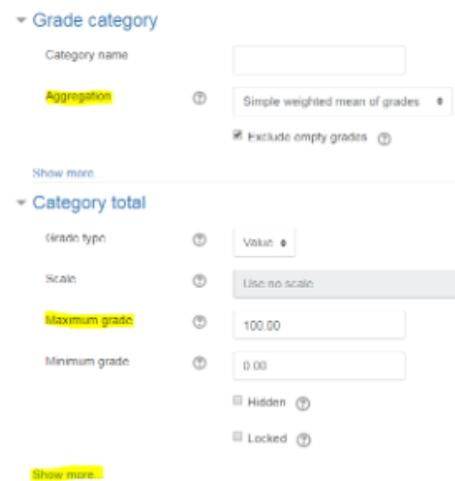
Grader report Grade history Outcomes report Overview report Single view User report

All participants: 56/56

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

In Gradebook setup view, click *Edit* on the first course row *Edit settings* Choose aggregation type

in the *Aggregation* menu (eg. *weighted means of grades* or *natural*, meaning sum of grades).



Grade category

Category name

Aggregation: Simple weighted mean of grades

Exclude empty grades

Show more

Category total

Grade type: Value

Scale: Use no scale

Maximum grade: 100.00

Minimum grade: 0.00

Hidden

Locked

Show more

- Change the *Maximum grade* to 5. You can include or exclude empty grades.
- Click *Show more* to open more options: set *Overall decimal points* to 0 (default being 2). Using normal rounding rules, you now get course total grades as whole numbers.
- Course total column is calculating the current situation. You can hide Course total column and show it only in the end of the course.

Note! You can also formulate your own calculation:

Gradebook setup Click *Edit* on Course total row (last row) define *ID numbers* for your grading items create a calculation formula. For more info: https://docs.moodle.org/36/en/Grade_calculations

How to add a grading item (eg for exam results)

In some cases, you may want to add grades without an activity, for example give exam grades or bonus points. You can add a column in the grading table:

Choose *Gradebook setup* *Add a grading item*. Give a name and define grading method.

To give grades, click *Turn editing on* on in Grader report, and give grades directly in the grading item column. Save.

Gradebook setup

Name	Max grade	Actions
Interaction Design and Evaluation Group B	-	Edit ▾
Course total Mean of grades	100.00	Edit ▾
<input checked="" type="checkbox"/> New Quiz	10.00	Edit ▾
<input checked="" type="checkbox"/> test assignment	100.00	Edit ▾
<input checked="" type="checkbox"/> Task 1	100.00	Edit ▾
<input checked="" type="checkbox"/> Test quiz	10.00	Edit ▾
<input checked="" type="checkbox"/> quizzi	10.00	Edit ▾
<input checked="" type="checkbox"/> Kyseley	10.00	Edit ▾

[Save changes](#)

[Add category](#) [Add grade item](#)

How to export an grading table as an excel

- *Export* a course total sheet; choose columns for students' name, student number and course total. Print or send as a file. (No integration to Oodi, but the sheet can be handled manually as list of course grades)

Video: Grades and course total