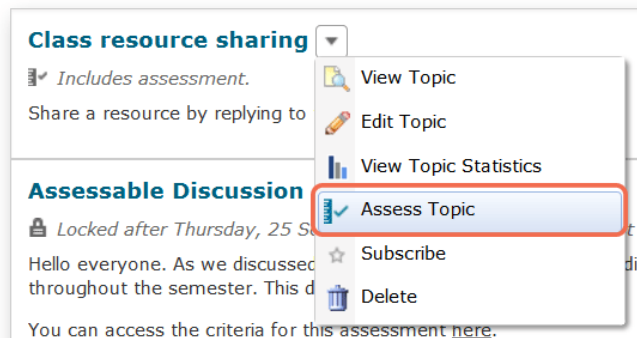


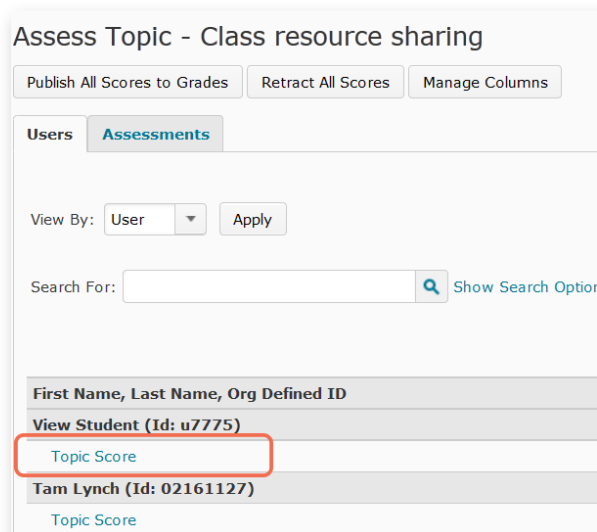
# HOW TO GRADE DISCUSSION CONTRIBUTIONS VIA THE DISCUSSION TOOL

There are two ways that you can grade contributions to a **Discussion** using a simple grade (scoring) method: via the **Grades** tool; or via the **Discussions** tool. The method you choose really is down to personal preference. In this document, we show you how to grade using the **Discussions** tool. This option allows you to see a list of all students. However, you won't whether a student has posted until you click on their name. NOTE: A **Grade Item** must be associated with your **Discussion** topic for this method to work.

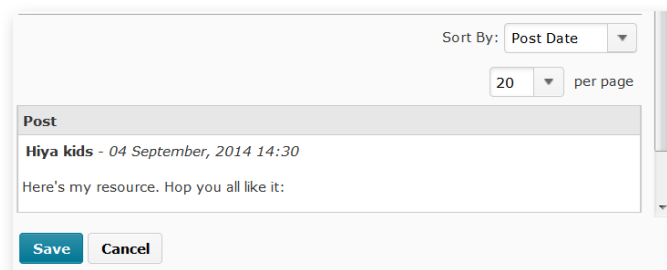
1. Go to the **Discussions** tool and choose the **Discussion** topic that you wish to grade. Click on the drop-down arrow next to the **Discussion** topic title and select the **Assess Topic** option.



2. You will be taken to a window called **Assess Topic**. You will see a list of all the students in your class. Click on the **Topic Score** link that appears under a student's name to see their posts and to grade their contributions.



3. A new window will open. Scroll to the bottom of the window to see all the posts (and replies) that the student has contributed to the discussion (if any).



## HOW TO GRADE DISCUSSION CONTRIBUTIONS VIA THE DISCUSSION TOOL

- When you scroll back up, you should be able to see the some grading and feedback options. Once you have filled them in, click on the **Save** button.

**View Topic Score - Peta Statham Sandpit 1 - University of Tasmania**

### Topic Score Details

Forum  
Class interaction

Topic  
Class resource sharing

User  
View Student

Posts  
1 post(s) by this user

Topic Score  
10 / 20

Published

Feedback

Hi VS, The resource you posted looks very useful, however, you really need to explain in your post WHAT the resource is and WHY other people will find it useful. The purpose if annotating resources in this way is to help others to quickly find what they are looking for, without having to open up every single attachment separately. Also, an annotation would have shown me that you understood the importance and usefulness of the resource you had posted.

**Save** **Cancel**

Record the student's grade here.

Checking this option will publish the student's feedback straight to the **Grades** tool. They will be able to see it straight away, unless you have hidden the **Grade Item**.

Record any feedback for the student here.

- You may get a message like the one shown on the right. Click the **Overwrite** button – this will replace any old comments with your new feedback comments. If you don't want to replace your old comments, click the **Cancel** button.

**Confirmation**

?

This will overwrite the feedback that was left for this user in the grades area with the feedback entered here. Are you sure you want to continue?

**Overwrite** **Cancel**