


# HOW TO SET UP YOUR GRADES TOOL

## Should I use a 'weighted' or 'points' grading system?

Before you start building your *Grades* tool, you should make a decision about the grading system that you're going to use. This decision will impact on the options you will have available to you when setting up *Categories* and *Grade Items*.

### Points system

The points system is simple, but it does have limitations. It does not suit scenarios where multiple *Grade Items* contribute to the same assessment task. Furthermore, the *Final Grade Calculation*, which shows a student's progress on marked assessments to date, will show only a percentage or UTAS Grade when this system is used. A points system suits scenarios in which you have only one *Grade Item* per assessment task for all students. The image below shows a *Grades* tool using a points system.

First Name ▲, Last Name, Org Defined ID	Final Grades	Assessment 1 ▼	Assessment 2 ▼	Assessment 3 ▼	Assessment 4 ▼
	Final Calculated Grade ▼				
 View, Student, u88461	75 %	7 / 10, DN	13 / 20, CR	27 / 35, DN	28 / 35, HD

### Weighted system

Using a weighted system provides you with more flexibility. Firstly it allows you to mark a *Grade Item* out of 100 points. MyLO can then calculate the overall grade according to the weight allocated to the *Item*. Weightings can also be used to determine the contribution that a particular *Grade Item* makes to a *Category*. For example, let's say you have *Part 1* and *Part 2* of *Assessment 3*. Each part is marked separately, but you need an overall score for the assessment. *Assessment 3* is worth 35% (35/100) of the unit. You can set up *Part 1* to be worth 20% of the assessment task, and *Part 2* to be worth 80%. The *Category Subtotal* will calculate the overall grade for *Assessment 3*.

Final Grades	Assessment 1 ▼	Assessment 2 ▼	Assessment 3 ▼			Assessment 4 ▼
Final Calculated Grade ▼			Part 1 ▼	Part 2 ▼	Subtotal	
76 / 100, 76 %	7 / 10, 7 / 10, DN	13 / 20, 13 / 20, CR	67 / 100, 5 / 7, CR	84 / 100, 24 / 28, HD	28 / 35, 81 %	28 / 35, 28 / 35, 80 %

Raw points  
(score out  
of 100).

Score after weighting is applied.  
This task is worth 20% of 35%, or  
7/35. The student has scored 5  
out of a possible 7.

The student has received a  
credit overall for this part  
of the task.

*Subtotal* shows  
the total score  
for the task.