Assignment Grading Options: Enable Anonymous Grading

Specific users in your course (instructor, TA and grader) can be assigned to grade particular sets of student assignment submissions. Using the delegated grading is a five-step process, where a delegated grader provides a "provisional grade," then an instructor will reconcile the grade.

1 Enable Delegated Grading   **2** View Grading Alerts   **3** Access Attempts and Grade   **4** View Reconcile Alerts   **5** Reconcile Grades
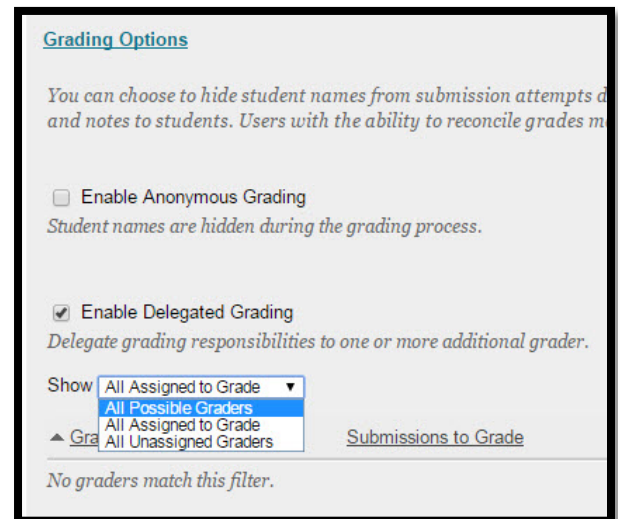
Essentials:

1

1. On the **Create Assignment** page, click on **Grading Options**.

Grading Options

2. Place a checkmark in the box to **Enable Delegated Grading**
3. Choose from:
   - All Possible Graders
   - All Assigned to Grade
   - All Unassigned Graders

Grading Options

You can choose to hide student names from submission attempts and notes to students. Users with the ability to reconcile grades m...

☐ Enable Anonymous Grading
Student names are hidden during the grading process.

☑ Enable Delegated Grading
Delegate grading responsibilities to one or more additional grader.

Show [All Assigned to Grade ▼]
   All Possible Graders
   All Assigned to Grade
   All Unassigned Graders   Submissions to Grade

No graders match this filter.

4. Use the drop-down list next to each grader's name to assign submissions to grade:
   - None
   - All Submissions
   - Random Set
   - Groups

Jonathan Holland
Teaching Assistant   [None ▼]
   None
   All Submissions
   Random Set
   Groups
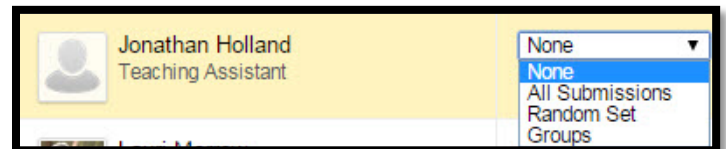
2

5. **View Grading Alerts**: only the delegated graders that have been assigned to grade submissions will see the submissions in Needs Grading or in the full Grade Center.

- Needs Grading page

Needs Grading

*Instructors can view attempts ready for grading or review on the **Needs Grading** page. Click **Grade All** to begin grading and reviewing immediately, or sort columns or apply filters to narrow the list.*

Grade All

Category	Item	User	Date Submitted
Assignment	Assignment 15	All Users	Any Date

Enter dates as mm/dd/yyyy   Go

1 of 38 total items match current filter.

Category	Item Name	User Attempt	Date Submitted △	Due Date
Assignment	Assignment 15	Guest Bknight	December 18, 2014 9:36:57 AM	December 19, 2014

- Full Grade Center

Assignment 15

3

6. **Access Attempts and Grade**: the grading process has not changed.

Assignment Details ∨

GRADE
LAST GRADED ATTEMPT   /100

ATTEMPT
12/18/14 9:36 AM   **100**/100

FEEDBACK TO LEARNER

For the toolbar, press ALT+F10 (PC) or ALT+FN+F10 (Mac).

Great job! Excellent research and details.

A

🗓 Add Notes

Cancel   Save Draft   Submit

SUBMISSION
📄 2013_Spring_TipSheet_BbLearn_RetentionCenter.pdf ⬇
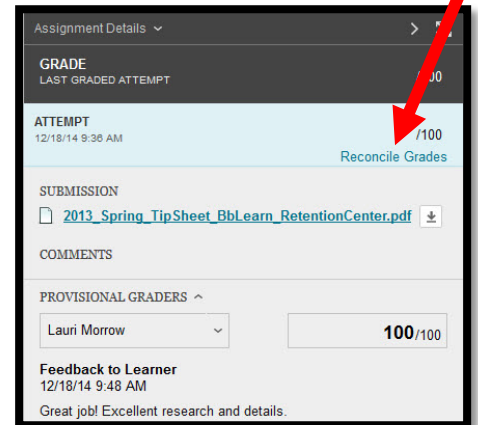
4

7. **Notifications** can be seen by the instructor in the Full Grade Center that grades need to be reconciled. The reconcile icon will appear in the full Grade Center for the submissions that have been graded by the delegated grader.

Assignment 15

8. Click the action link and select **View Attempt**
   If you choose to have more than one grader per submission, the icon will only show when ALL graders have completed the grading.
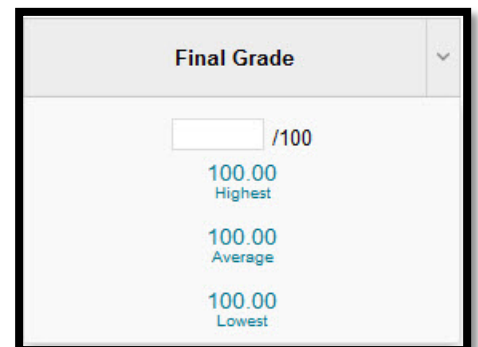
5

9. **Reconciling grades** will be completed by the instructor. The instructor will review all grades and feedback made by the graders, and determines the final grades.

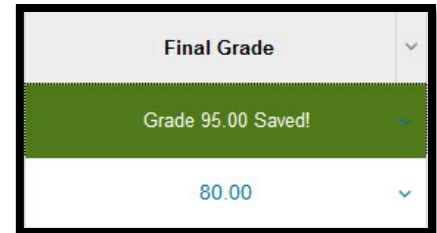10. Choose **Reconcile Grades**

Assignment Details ⌄

GRADE
LAST GRADED ATTEMPT

ATTEMPT
12/18/14 9:36 AM   /100
                              Reconcile Grades

SUBMISSION
2013_Spring_TipSheet_BbLearn_RetentionCenter.pdf ↧

COMMENTS

PROVISIONAL GRADERS ⌃

Lauri Morrow   ⌄   **100**/100

Feedback to Learner
12/18/14 9:48 AM

Great job! Excellent research and details.

11. **Enter final grade** after you review the submission and the grader's grade and feedback.

Final Grade   ⌄

            /100

100.00
Highest

100.00
Average

100.00
Lowest

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12. **Verification** that the final grade has been saved.

Final Grade	⌄
Grade 95.00 Saved!	⌄
80.00	⌄

Best Practices:

- To help with accuracy and consistency of grading, have all delegated graders use a rubric.
- Delegated and Anonymous grading can be combined, so graders can be assigned to grade certain students' submissions, but not see those students' names.
- For more information concerning Delegated Grading visit Blackboard.

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