

Faculty Tip Sheet



## **Inline Grading for Assignments**

Instructors are no longer required to download student-submitted files to view or grade the assignments. Instructors are now able to view student-submitted files "inline." If you have used Turnitin to grade student papers, it will be very similar experience to that without the plagiarism checking function.

# **Types of Supported Documents**

- Word (DOC, DOCX)
- PowerPoint (PPT, PPTX)

- Excel (XLS, XLSX)
- PDF

# Viewing and Grading the Assignments

When opening an assignment to grade, the student's submission is displayed on the Grade Assignment page. You can perform many functions to aid the process of grading the paper "inline."

- Comments
- Draw
- Highlight
- Download file (doc/Annotated PDF)
- Add text
- Strikeout
- Zoom in & out
- Move between pages

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## **Assignment Grading Sidebar**

Besides marking up the student's submission, you can perform all of the following functions from the right sidebar in the Grade Assignment area.

- Expand Assignment Details
- Enter Grade
- Show Grade Notes
- Grader Feedback

- Show Additional Attempts
- Grade with Rubric
- Download Original Submission
- Submit button

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#### **Best Practices**

- Once you enter the grade and select Submit, the system will advance you to the next assignment in the Needs Grading list if you are grading from the Needs Grading area.
- If you tend to keep copies of the student submissions, download after you grade while the download option is available in the Grade Assignment function. To download the marked-up version, choose Download Annotated PDF.
- Inline Grading currently does not work in Mobile Learn.
- Keep the amount of time you review a submission to less than an hour. If not, your comments may not be saved.
- It is best to grade from the Needs Grading area rather from inside of the Full Grade Center.

#### **Additional Resources**

• Video: Blackboard Learn Quick Hit: Inline Assignment Grading

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