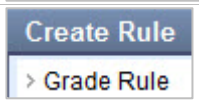
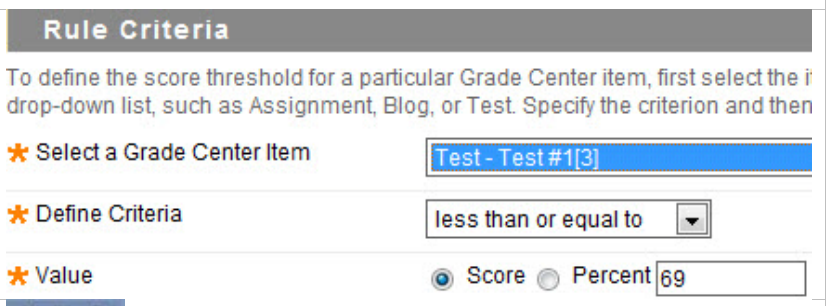
CREATING A GRADE RULE

View the video tutorial

Create a Grade Rule

Instructors create rules that determine when the Early Warning System generates a warning for a student's performance

A **Grade Rule** is based on a score for a grade or calculated column in the Grade Center. Students who surpass the defined threshold for a specific grade trigger a warning.

Step 1	On the **Control Panel**, click **Early Warning System** under the **Evaluation** section.	
Step 2	On the **Early Warning System** page, click **Create Rule** to access the drop-down list, and select **Grade Rule**.	
Step 3	On the **Add Early Warning System Rule** page, enter a name for the rule.	
Step 4	Next to **Availability**, select the radio node next to **Yes** to activate the rule.	
Step 5	Under **Rule Criteria**, enter or select the information for the rule.	
Step 6	Click **Submit.**	
	Notes: When creating Grade Rules, Grade Center items are listed by their categories, such as Assignment or Discussion. Possible points are also included to help Instructors determine the threshold value for the rule.	