
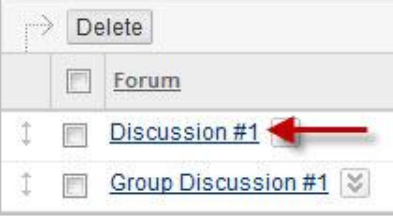





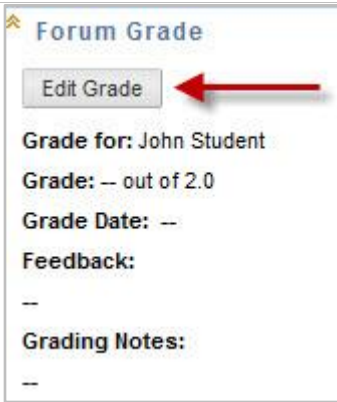
# GROUP DISCUSSION BOARDS

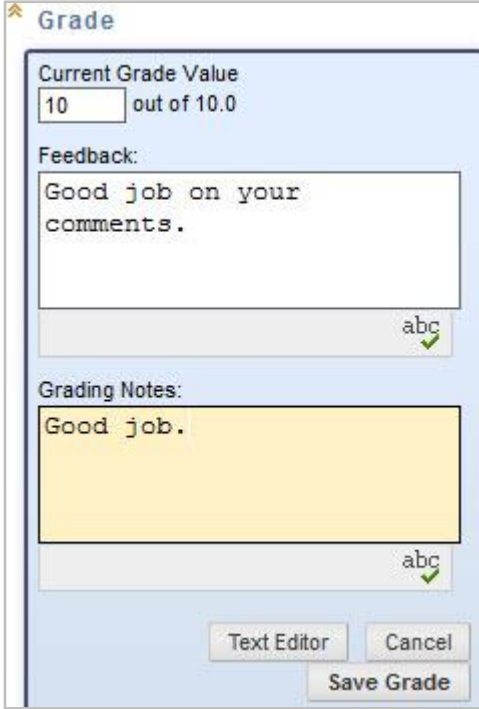


## Group Discussion Boards


Grade group discussion boards, revert members edited grade and delete discussion board group.

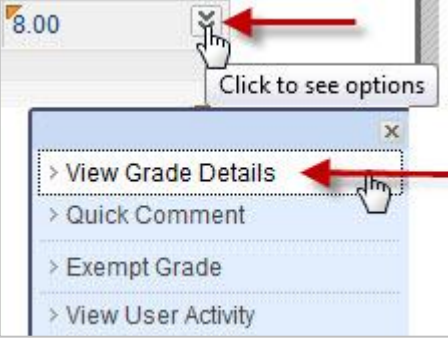


Step 1	Click on the <b>Group Discussion Board</b> from the <b>My Groups area</b> in the course menu.	
Step 2	Click <b>the name of the forum</b> .	
Step 3	Click on <b>Grade Forum</b> .	
Step 4	Click on <b>Grade</b> .	
Step 5	<p>From the <b>Contributors area</b>, students who have submitted one or more posts appear with <b>exclamation marks</b>, the <b>needs grading icon</b>.</p> <p>Use the <b>Previous User</b> and <b>Next User</b> arrows in this section to navigate among students to grade or click a student's name in the list.</p> <p>Click <b>Show All</b> to see all users in the course; users who have not posted to the graded Thread are included in this list.</p> <p>Click <b>Show with Posts Only</b> to return to the list of users who have posts needing a grade.</p>	

<p>Step 6</p>	<p>Click on <b>Edit Grade</b>. (right-hand column of page).</p>	 <p>Forum Grade</p> <p>Edit Grade</p> <p>Grade for: John Student</p> <p>Grade: -- out of 2.0</p> <p>Grade Date: --</p> <p>Feedback:</p> <p>--</p> <p>Grading Notes:</p> <p>--</p>
---------------	---	--

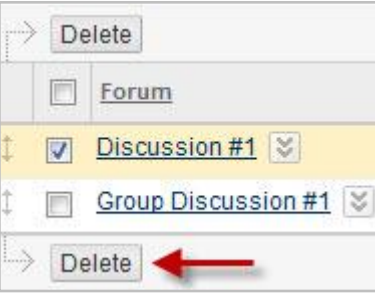
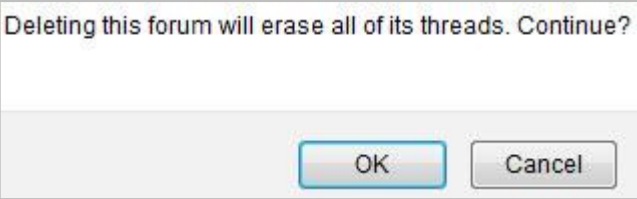
<p>Step 7</p>	<ul style="list-style-type: none"> <li>Type a numeric grade in the Current Grade Value text box.</li> <li><b>Feedback:</b> Add feedback for the student.</li> <li><b>Grading Notes:</b> Appear to the Instructor and Grader only.</li> <li>Optionally, use the Spell Check function in the bottom of each text box. Click Text Editor to access all the Text Editor functions for formatting text and adding URLs, attachments, images, Mashups, and multimedia.</li> </ul> <p>Click <b>Save Grade</b>.</p>	 <p>Grade</p> <p>Current Grade Value 10 out of 10.0</p> <p>Feedback: Good job on your comments.</p> <p>Grading Notes: Good job.</p> <p>Text Editor Cancel</p> <p>Save Grade</p>
---------------	---	--


## Revert Members Edited Grade

<p>Step 1</p>	<p>From the <b>Grade Center</b>, access the student's <b>Grade Details</b> page</p>	 <p>Control Panel</p> <ul style="list-style-type: none"> <li>Content Collection &gt;&gt;</li> <li>Course Tools</li> <li>Evaluation &gt;&gt;</li> <li><b>Grade Center &gt;&gt;</b> <ul style="list-style-type: none"> <li>Needs Grading</li> <li><b>Full Grade Center</b></li> <li>Assignments</li> <li>Tests</li> </ul> </li> </ul>
---------------	---	--

<p>Step 2</p>	<p>Go to the <b>column</b> that includes the grade/points.</p> <p>Click on <b>action menu</b> to <b>View Grade Details</b>.</p>	
<p>Step 3</p>	<p>Click <b>Revert To Group Grade</b></p>	
<p>Step 4</p>	<p>Click <b>Return to Grade Center</b></p>	

### Delete Discussion Forums

<p>Step 1</p>	<ul style="list-style-type: none"> <li>Click the <b>checkbox</b> next to the <b>Forum title</b>.</li> <li>Click <b>Delete</b>.</li> </ul>	
<p>Step 2</p>	<ul style="list-style-type: none"> <li>Before deleting the forum, a confirmation message will appear.</li> <li>Confirm by clicking <b>OK</b> or <b>Cancel</b>.</li> <li>If grade columns exist in the Grade Center for the Group, the columns can be retained. On the Delete Confirmation page, do not select the check boxes for any columns that need to be preserved.</li> </ul>	

 Notes:

- Cross reference the Setting up Groups tutorial.
- Each group can also have a private Discussion Board with Forums available only to members of that group.