

SCHOLOGY

**Creating Grading
Groups**

<https://goo.gl/Rajj1B>

GRADING GROUPS

The Grading Groups feature allows teachers to sort students into groups within a single course section. These groups can be individually assigned graded material and displayed as individual groups in the course Gradebook.

Great for group projects, special needs, or specific criteria.

<https://goo.gl/Rajj1B>

To create a grading group, follow these steps:

1. Click Members on the left side of your course
2. On the right side of the Members page, there is a gray box that says "Organize members into Grading Groups. "Hover your mouse over this area to, and click the button to Add Grading Group.
3. Enter a name or title for this group of students.
4. Click on students in the course that you'd like to include in the group. If you have a large number of students, consider using the Search field to find specific students.
5. Once you've selected the students of the group, click Create Grading Group to complete.

ASSIGN COURSE MATERIALS TO GRADING GROUP



1. Create a new assignment, test/quiz, or discussion by clicking Add Materials.
2. Click the Individually Assign icon in the Advanced row of the Create screen.
3. Enter the name of the grading group to which you'd like to assign the material. The names of your existing grading groups automatically populate as you begin to type.
4. Click Create to complete.

When you assign something to a grading group, the entire item is only available to those students in the grading group.

This means you will only see the scores for the students to whom it is assigned in your Gradebook.

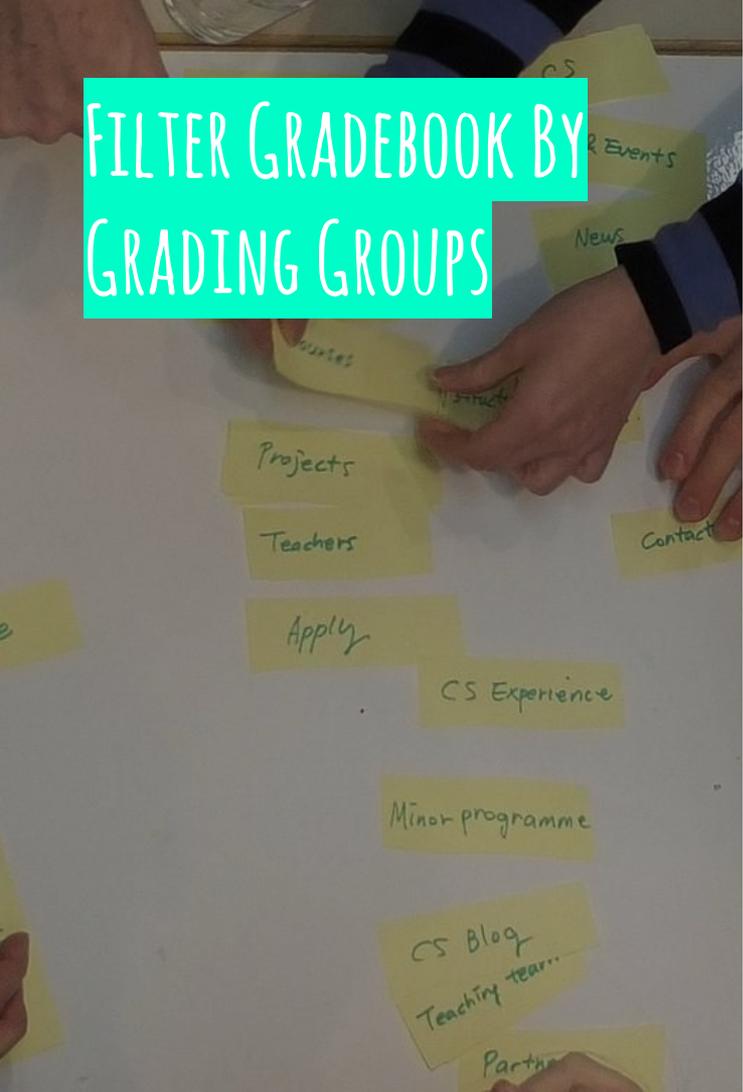
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M	T	W	T	F	M	T	W	T	F
10	10	155	10	10	10	10	10	10	10
10	10	155	100		10	10	10	10	
10	10	150	84		10	10	0	10	
10	10	153	99		6	10	6	10	
10	10	155	100		10	10	10	10	
10	10	155	100		10	10	10	10	
10	10	152	98		10	10	10	10	
10	10	155	100		10	10	10	10	
10	10	155	100		10	10	10	10	
10	10	155	100		10	10	10	10	
10	10	150	97		10	10	10	10	
10	10	147	95		10	10	10	10	
10	10	143	92		10	10	10	10	
10	10	124	90		8	8	8	8	
10	10	153	99		10	10	10	10	
10	10	151	98		10	10	10	10	

Note: If some students have already completed the assessment and you individually assign it to a grading group that does not include those students, the scores and submissions for the students not included in the individual assign tag will **temporarily “disappear.”**

To see the other students' scores, you can simply remove the individually assigned tags. When this is done, the submissions for all of the students who have completed the item will repopulate.

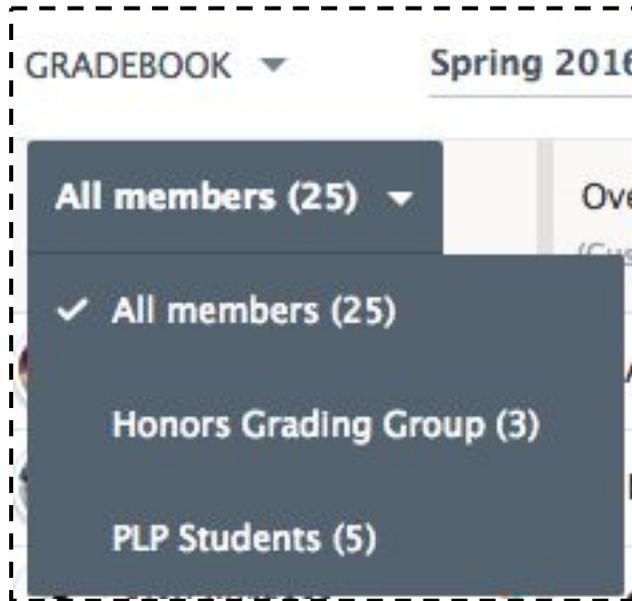
FILTER GRADEBOOK BY GRADING GROUPS



Once you have material assigned to a grading group, you'll notice in the Gradebook that members not assigned a particular assignment, test/quiz, or discussion, will **have a dash in the grading cell** for that item. This dash prevents you from accidentally entering grades for students that are not assigned an item in the course. To enter grades for specific groups, you can filter the gradebook by grading group.

To sort your Gradebook view by Grading Group:

1. Click Gradebook on the left side of your course
2. By default, the Gradebook displays all members of the course. Click All users to see a dropdown menu of all grading groups in the course.



3. Select the group you'd like to view.
4. To give all users in the group the same grade, click on the arrow next to the assignment or discussion name, and select the option to Set All Grades.

EDIT OR DUPLICATE GRADING GROUPS

1. Click Members on the left side of your course.
2. Grading Groups are listed on the right side of the Members screen. Click the gear icon to the right of the Group name.
3. Select the option to Edit or Delete the group.

Note: If you delete a grading group that has been assigned a course material, that association will also be deleted. The item will no longer be individually assigned to that group of students.

Tip: You can view the course as specific students in the course by clicking on the Course Options area on the left menu of the course profile.

SOURCES

How to Use Grading Groups. (2016). *Schoology Support*. Retrieved 18 October 2016, from <https://support.schoology.com/hc/en-us/articles/201001403-How-to-Use-Grading-Groups>