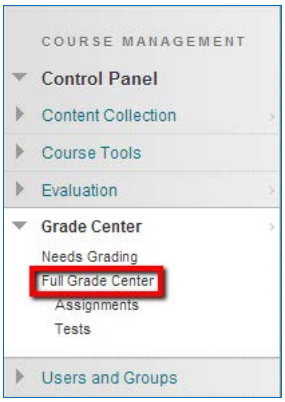
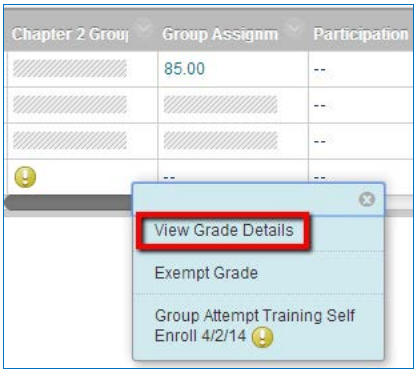
Grading Group Assignments

The process of grading group assignments is not very different from grading individual assignments. The main difference is that the grade assigned may be assessed to all members of the Group responsible for submitting it. There is also a **Grade Group Attempt** button on the Grade Details page. To assess a different grade to any student in the Group based on individual contributions, the Instructor can override the grade in Grade Center.

1. Under Control Panel, click **Grade Center**, then **Full Grade Center**.

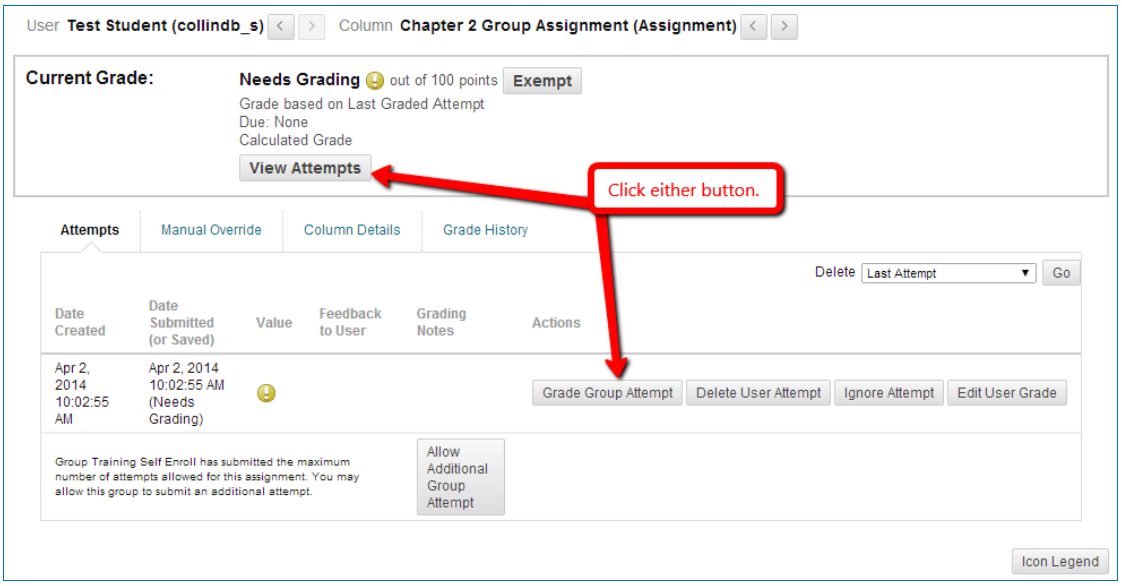


2. Point to a cell for a group's assignment, click the contextual arrow, and select **View Grade Details** from the menu.

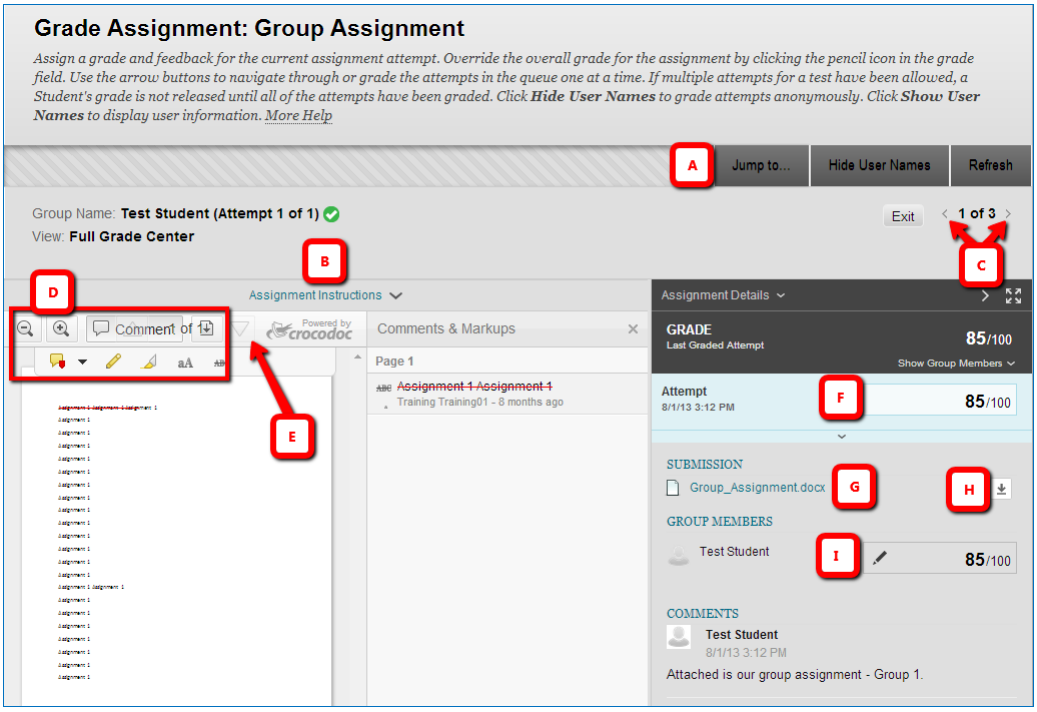


NOTE: *You can also click the* ***Group Attempt (group name and date)*** *command on the menu to bypass the Grade Details page and proceed directly to the assignment. The Grade Details page will display the history of all attempts so far for any assignment that allows multiple attempts.*

3. From the Grade Details page, click the **View Attempts** button or the **Grade Group Attempt** button.



4. On the Grade Assignment page, make use of the following tools:



A. Go to a specific attempt by a specific group.

B. Expand the Instructions pane and view the instructions for the assignment.

C. Move to the previous or next group's submission of this assignment.

D. Zoom in or out, add comments, draw or type remarks directly on the page.

E. Navigate to the previous or next page of the document.

F. Enter a numeric grade for the attempt.

G. Use links to switch between multiple documents submitted for the assignment.

H. Download any document submitted for the assignment.

I. Enter numeric grades for individual group members based on their contributions.

5. Use the navigational arrows to go to the next group's submission, or click **Exit**.