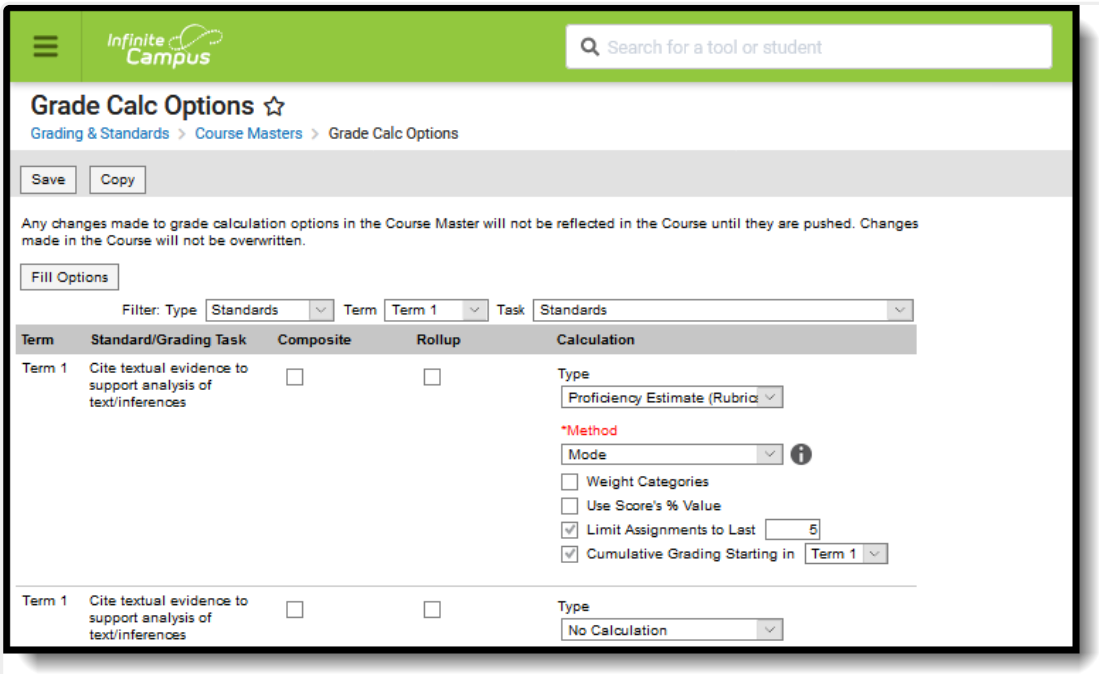
Grade Calc Options (Course Masters)

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Tool Search: Grade Calc Options

Grade Calculation Options determine how In Progress Grades for Grading Tasks and Standards calculate in the Grade Book.

Before setting Grade Calculation Options, Grading Tasks and Standards must be assigned to the Course Master.



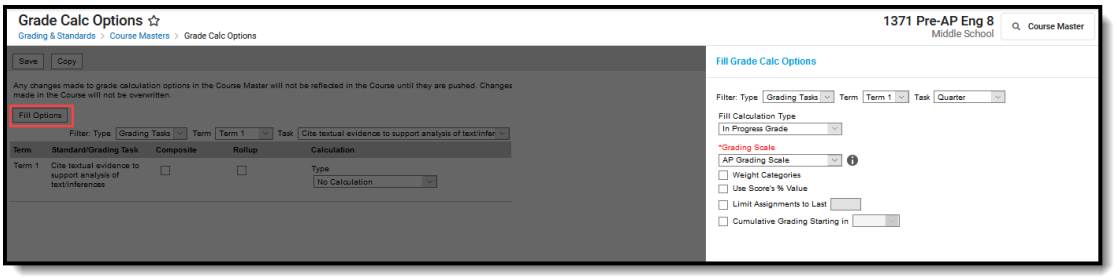
Grade Calc Options determine how grades are calculated for standards and tasks aligned to a course master.

Review the Course Masters Overview article for information on Course Masters best practices and a Course Master Workflow.

See the Grade Calc Options Tool Rights article to learn about the rights needed to use this tool.

Fill and Filter Options

To apply a specific grading setup to multiple tasks or standards, select **Fill Options**. From there, filter using the Type, Term, and Task dropdown lists and then select the Calculation Type and other options to apply to all standards or tasks that fit the filter criteria. For example, in the image below, I'm setting the Term Grade task to calculate the same way in all terms.



Use the Fill and Filter options to apply grade calculation options to multiple standards or tasks.

Additionally, the filter options are available in the main Grade Calc Options screen to filter the individual standards and tasks displayed.

Grade Calculation Options for Standards

Establish calculation preferences for multiple standards using the Fill options or for each Term/Standard combination individually.



Select calculation options for standards

The following table describes the **Types** for Standards:

Option	Description
No Calculation	Select this option to exclude the standard from calculation of students' In Progress proficiency estimate in the Grade Book. This option is pre-selected and cannot be modified when a standard is marked as Post-only on the Course Standards tool or the Course Masters Standards tab. No assignments or categories can be assigned to this standard.

Option	Description
In Progress Grade	Select this option to calculate an In Progress grade for this standard using a Grading Scale. Use this option if scoring for the standard is done with Points or Marks. Additional options appear when this option is selected: • **Grading Scales** - Choose a scale to convert student score percentages into grades in the scale, such as A-, B+, D, etc. Click the information icon next to the dropdown list to see the scale options. • **Weight Categories** - Marking this checkbox indicates the **Weight** values entered for the Category should be included in the calculation of the In Progress grade. • **Use score's % value** - Marking this checkbox calculates scores based on the percentage of points earned for each assignment rather than the raw point value across all assignments. For example, two assignments are scored as 8/10 and 100/100. The point value calculated for these two assignments would be 108/110, or 98%. The percent value calculated would be 80% and 100%, or 90% for the Category. If this option is chosen, all assignments aligned to the Standard must be worth more than zero points.

Option	Description
Proficiency Estimate (Rubrics)	Select this option if the standard is scored using a rubric. Rubrics are used to described quality of work, rather than a numerical score. Choose a **Method** to calculate grades: • **Power Law**: Power Law is a mathematical calculation that converts proficiency levels into numeric values and determines a trend based on the student's scores. Power Law works on the assumption that Standards are assessed at consistent intervals, such as weekly. See Posting Grades when Using Power Law for an example of using Power Law. • **Highest Score**: Determines the highest proficiency level the student has achieved. Sequence must be entered for items on the Rubric for this option to calculate correctly. • **Mode**: Determines the most common score for the student across scores. Enter a value in *Limit Assignments to Last* ____ to limit the calculation to the *x* number of recent assignments. • **Most Recent**: Populates the most recent proficiency level. • **Mean**: Calculates the grade as the average of all scores entered based on the Mean % Value entered for the Rubric. To calculate a grade, rubric scores are converted into numeric values using the **Mean % Value** field on the rubric. Those values are then averaged and converted back into a rubric score using the **Minimum %** and **Mean %** values. • **Decaying Average:** Calculates the grade as the average of all scores entered, but with more recent scores weighted more heavily. The most recent score is calculated at full weight, with the next most recent score worth 65%, the score previous to that worth 65%^{2} (42%), then 65%^{3} (27.5%), etc. The average is calculated by converting scores into numeric values and back based on Rubric values as described above. Assignments are ordered by their End Date and Time. If assignments are due on the same day, the Sequence is used to determine order, with the highest sequence values considered the most recent. If End Date and Sequence are the same, assignments are ordered alphabetically by Name. $\text{DECAYING AVERAGE} = \frac{\text{SUM (Rubric Score Value x Decay Weight)}}{\text{SUM(Decay Weight)}}$ In the grade book, hover over a student's proficiency estimate to see each of these values calculated.

Assign Grade Calculation Options of Standards

1. Select the desired **Calculation Type** for each Standard assigned to the Course Master, choosing to mass-assign the same calculation type using the **Fill Down** option or assigning the calculation type for each standard one at a time.
2. If any standard needs to be a **Composite** standard, set those options.
3. Click the **Save** icon when finished.

Grade Calculation Options for Grading Tasks

Establish calculation preferences for multiple tasks using the Fill options or for each Term/Task combination individually.



Select calculation options for tasks

The following table describes the **Types** for Grading Tasks:

Option	Description
No Calculation	Select this option to exclude the task from calculation of students' In Progress grades in the Grade Book.
In Progress Grade	Select this option to calculate an In Progress grade for this task. Additional options appear when this option is selected: • **Grading Scales** - Choose a scale to convert student score percentages into grades in the scale, such as A-, B+, D, etc. • **Weight Categories** - Marking this checkbox indicates the **Weight** values entered for the Category should be included in the calculation of the In Progress grade. • **Use score's % value** - Marking this checkbox calculates scores based on the percentage of points earned for each assignment rather than the raw point value across all assignments. For example, two assignments are scored as 8/10 and 100/100. The point value calculated for these two assignments would be 108/110, or 98%. The percent value calculated would be 80% and 100%, or 90% for the Category. If this option is chosen, all assignments aligned to the Standard must be worth more than zero points.

Post-only Tasks

Categories and assignments cannot be aligned to tasks marked as Post-only on the Course > Grading Tasks or Course Masters > Grading Tasks tabs. However, calculation options can be set up for these tasks to allow a Grade to be calculated in the Posted column when a Percent is entered for a student.

Assign Grade Calculation Options for Grading Tasks

1. Select the desired **Calculation Type** for each Grading Task assigned to the Course Master, choosing to mass-assign the same calculation type using the **Fill Down** option or assigning the calculation type for each standard one at a time.
2. If any standard needs to be a **Composite** standard, set those options.
3. Click the **Save** icon when finished.

Additional Options in Grade Calc Options

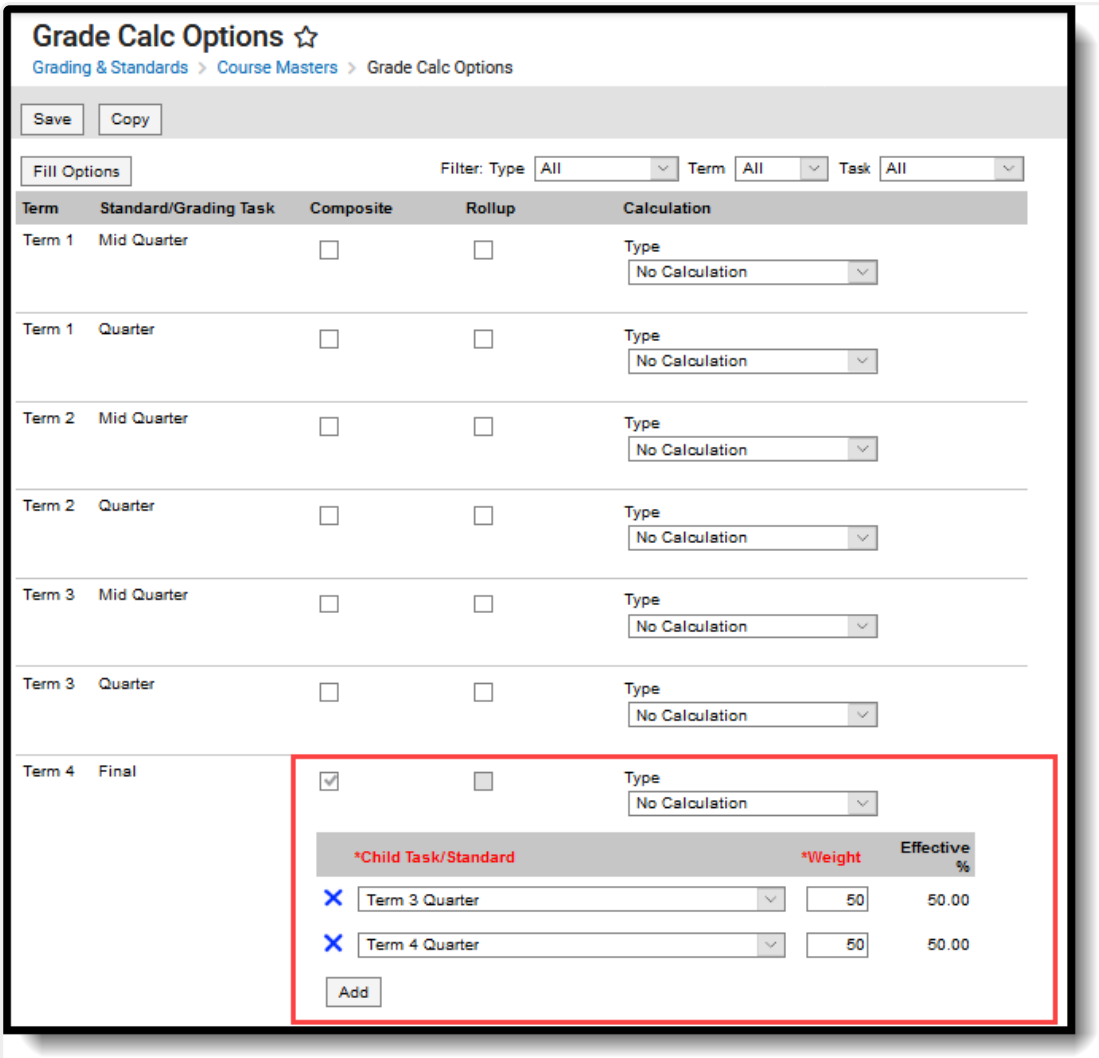
The following options are available for standards and tasks:

Option	Description
Composite	A composite task or standard is a parent task that is grade based on the child tasks that make it up. For example, a semester task may be a composite of two quarter tasks. See the Composite Grading article for more information.
Rollup	A parent standard or task can be calculated by "rolling up" child tasks. See the Rollup Grade Calculations article for more information.
Limit Assignments to Last ___	This option limits the grade calculation to only include the most recent *x* number of assignments. For example, proficiency in a standard may be calculated as the mode of the most recent 5 assignments.
Cumulative Grading Starting in	This option allows teachers to set a starting term for calculating grading across multiple terms. See the Cumulative Grading article for more information.

Composite Grading

For Grading Tasks that are calculated together with other Grading Tasks to have a composite grade (like a Semester Grade or End of Year Grade), mark the Composite checkbox. This displays a Child Task/Standard editor within the grading task window where the Grading Tasks and Standards can be set to properly calculate the composite grade.

In the example below, the Final Grade is marked as Composite and combines the student's Term 3 and Term 4 grades together. Each of the term grades are worth 50% of the Final grade.



Mark the Composite checkbox to display the Child Task/Standard dropdown lists.

Note the following:

- Grading Tasks and Standards need to be assigned to the Course Master.
- Active Terms need to be set properly before setting the composite grade.
- The Weight field value can be entered as a decimal or as a whole number, but the total Effective Percentage of all of the child tasks entered here cannot be more than 100%.
- A task/standard can only be selected once. Previously chosen tasks/Standards display in gray and cannot be chosen again.
- In the Progress Monitor, composite grading setup is represented visually by displaying child alignments nested under the parent, unless the section has more than 50 standard/task alignments.

Assign a Composite Calculation

1. Locate the Grading Task or Standard to set as a Composite.
2. Mark the **Composite** checkbox. The **Child Task/Standard** editor displays.
3. Select the Grading Tasks that are to be used in the composite calculation.
4. Enter the **Weight** value for each of the child tasks.
5. If desired, mark the **Lock Composites** checkbox. When this is marked, teachers would not be

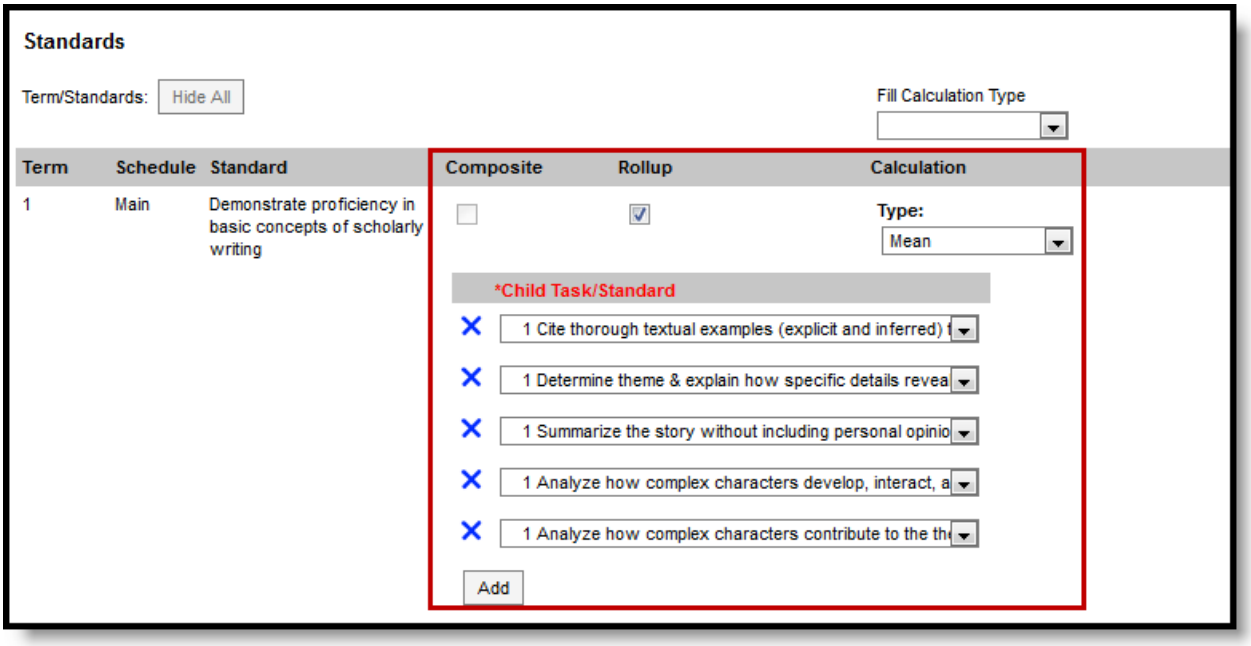
able to modify the composite grading setup (add more child tasks or change entered weight values), even if they have the tool rights to modify composite grading information.

Rollup Grade Calculation

Rollup calculations allow users to grade a parent standard based on the scores a student has received for child standards, rather than having to manually estimate the grade. Alternately, child standards can be selected to rollup to a grading task, with the rubric scores converted to numeric values and then into items in the score group selected for the task.

These calculations display in the Grade Book and Post Grades tool. Rollup calculation preferences are set up on this tool or in the Grade Calc Options tool for Courses.

Standards can only be selected to contribute to a rollup calculation if they are graded using the same rubric. In the Progress Monitor, rollup grading setup is represented visually by displaying child alignments nested under the parent, unless the section has more than 50 standard/task alignments.



Rollup Grade Calculation

Set Up Rollup Grade Calculation

1. Mark the **Rollup** checkbox for the parent standard. The grade for this standard or task is calculated based on the child standards and Calculation Type.
2. Select the **Calculation Type** to determine how grades in child tasks contribute to the rolled up grade. See the descriptions of each type in the table following.
3. Select the **Child Tasks/Standards** to be included in the rollup calculation. **Add** rows for additional children as needed. Available standards are those entered as children of the parent standard in the Standards Bank.
4. Click **Save** when finished.

Calculation Types

Type	Description
Manual	Provides no rollup calculation.
Mean	Rollup calculation is the average of the grade for each child standard, based on the Rollup % Values entered on the Rubric. When the parent is a task, numeric rubric values are converted based on the selected Score Group. Rollup value, Minimum Value, and Mean Value should be populated for the rubric.
Weighted Mean	When this type is selected, a weight field displays for each child standard, with an Effective % value calculating as weights are entered. Rollup calculation is the average of the grade for each child standard, based on the Rollup % Values entered on the Rubric, weighted based on the values entered for each child. Similar to Composite Grading, weight values can be entered as percentages (such as 25%, 25%, and 50%) or as proportions (such as 1, 1, 2). Rollup value, Minimum Value, and Mean Value should be populated for the rubric.
Median	Rollup calculation displays as the grade at the middle of the grade distribution. For example, if the child standards have grades of U, U, P, P, HP, the median value is P.
Mode	Rollup calculation displays as the most common grade received across child standards. For example, if the child standards have grades of U, P, P, P, HP, the mode is P. If there is no mode in the entered scores, a rollup value is not reported.
Highest	Rollup calculation displays the highest grade achieved.

Copy Grade Calculation Options to Another Course Master

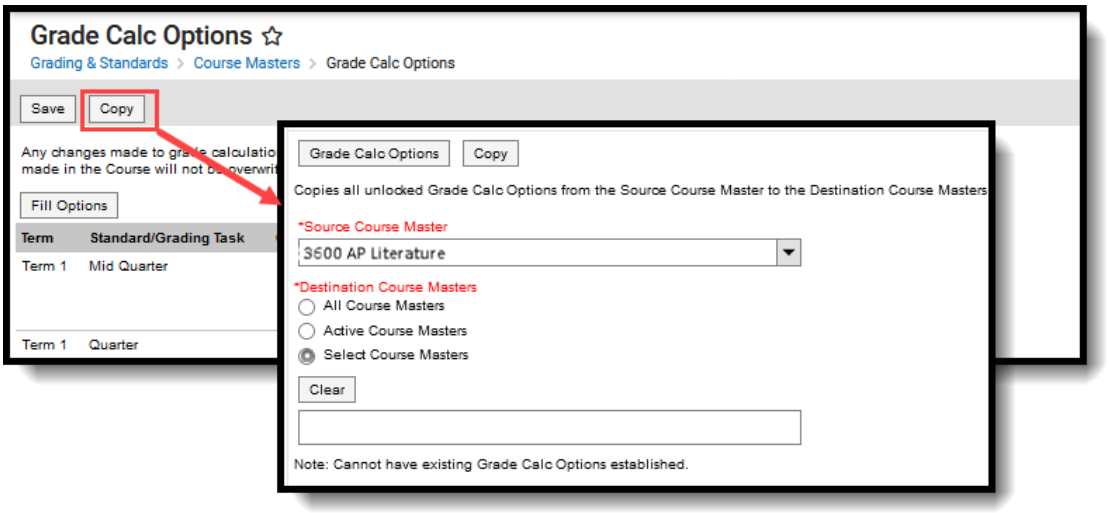
The entire Course Master can be copied from one school to another using the Copy button on the Course Master Info tab.

Use the **Copy** icon to easily add Grade Calculation Options associated with one Course Master (called the Source Course Master) to one or more other Course Masters in the same Course Catalog (called Destination Course Masters). The **Copy** icon displays when proper tool rights are assigned.

When copying grading calc options from one course master to another:

- The Course Catalogs must be the same for the source course master and the destination course master.
- Grade calculation options only copy to courses/course masters that do not have any grade calc options set up. This means courses/course masters that already have grade

calc options assigned are not searchable in the destination course master.
- When a Course Catalog is locked for grade calc options, the copy process pushes the grade calc options to destination courses.



Copy Grade Calc Options

1. Select a specific grade calc option to copy or just click the **Copy** icon without selecting a grade calc option.
2. Click the **Copy** icon.
3. Select the **Source Course Master** from the dropdown list. This displays the currently selected course master. To change this selection, begin typing in the dropdown field.
4. Select the **Destination Course Master:**
    1. **All Course Masters**: copies options to all course masters in the course catalog.
    2. **Active Course Masters**: copies options to all course masters in the course catalog that currently have the Active flag marked.
    3. **Select Course Masters**: copies options to the selected course masters. To select a master, type the Number or Name in the search field. Multiple masters can be selected. Click **Clear** to remove all masters from the list. Only Course Masters that do not already have Grade Calc Options established are available to be selected.
5. Click the **Copy** button again to copy the grade calculation options to the destination course master.

When the copy is completed, an alert displays indicating the copy has been saved.