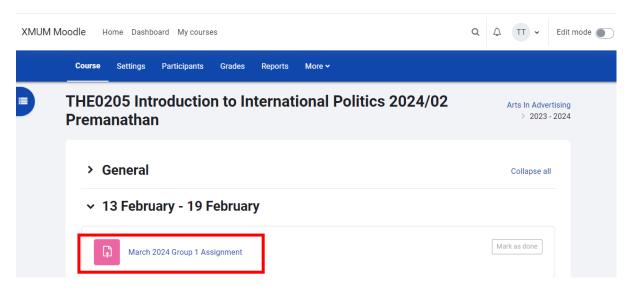
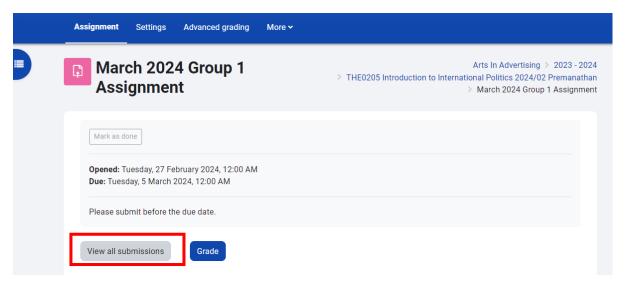


Grading Assignments

1. At course page, click on the name of your Assignment activity.



2. Click on View all submissions to view and grade the students' work.



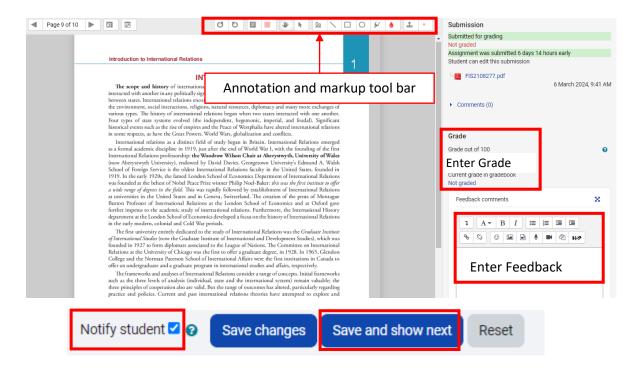


3. After students uploaded their assignments, lecturers have to download the students' files to view them. If you click on View all submissions, you will see a page with all student's First name/ Last name, ID number and File submissions as attachment (depending on the assignment setting). Lecturer can enter grade by clicking on the Grade button.



4. The Grading page allows lecturer to enter a **Grade** and **Feedback Comments**, and **annotate** students' assignments on the left-hand side. Click **Save and show next** to grade next assignment.

Note: If you annotate the assignment, Moodle will save it in PDF format keeping all annotations made, or remove annotations added earlier and enable students to download the annotated file.



Note:

Lecturer may choose to **Notify student** upon grading or hide the final marks in Grader Report.