

Requirements: OICLearning Manual Grading

This document describes the process and requirements of manual grading for OICLearning.com

Big Picture Process

The following outline describes the process.

1. A teacher creates an assignment on OICLearning.com.
2. Student submits an assignment
3. Teacher Grades the assignment
4. Teacher copies grades to LMS

Creating Assignments

There are two types of manually graded assignments.

1. Filled-Form scanned assignments that come from a form filled out by the student. E.g., a written test.
2. Free-form written assignments where the content of each question may vary in location
3. Filled-form online assignments that students complete online.

Filled-Form Assignments

Requirements:

1. The assignment is printed as a form by the teacher for the students to fill out.
2. A PDF of the assignment is pre-loaded into OICLearning.
3. Identity location of Name and ID number (or Email)
4. Question and Answer locations are identified by the teacher. The teacher draws a rectangle on the pre-loaded PDF and identifies the question number (text since it may be 1.a., 1.b., etc.) and the points.

At this point, the assignment is ready to accept student work. Forms are almost always collected by the teacher and scanned all together as one document. Therefore, both teachers and students must be able to upload PDFs.

If the teacher uploads the PDFs, they must be separated into page groups, and each group of pages is assigned to a student.

If the student uploads the PDF, the PDF must be assigned to the submitting student.

5. In one of the methods described above, the assignment is uploaded
6. Identify the person by handwriting recognition
7. When the teacher enters the grading page for an assignment, they complete the following steps:
 - a. Lists the questions and whether they are graded.
 - b. The teacher selects a question to grade or review. AI immediately starts to group them. This may be interrupted by the teacher and manually completed.
 - c. A grouping of questions assigned by the teacher or AI is shown. By default, all answers are assigned to the individual grading group.
 - d. At this point a teacher can:
 - i. Create additional groups (Name of group, List of Answers)
 - ii. Drag and drop answers from one group to another (preferably from the default to the new groups created)
 - iii. Rename groups created by the AI.

- iv. The AI only groups answers if there is one default group.
- e. Once the grouping is completed the teacher clicks next to go to grading the groups.
- f. One answer is selected from each group, and the teacher grades them by clicking next or previous between groups until all groups are graded.
 - i. Teacher can add comments
 - ii. Assign points
- g. Teacher clicks done, and the grades are assigned to all members of each group.
- h. Returns to step b.
- i. Once all questions are graded a score is recorded for each student.

Free-Form Written Assignments

Free-form written assignments are very similar to Filled-Form assignments.

Requirements:

1. Question and Answer pairs are identified by the teacher. The teacher identifies the question number (text since it may be 1.a., 1.b., etc.) and the points.

At this point, the assignment is ready to accept student work. Forms are almost never collected by the teacher and scanned all together as one document. However, the teacher may need to upload a single students work.

Therefore, both teachers and students must be able to upload PDFs. Note that PDFs may not be the same length.

If the teacher uploads the PDFs, they must be separated into page group(s), and each group of pages is assigned to a student.

If the student uploads the PDF, the PDF must be assigned to the submitting student.

2. In one of the methods described above, the assignment is uploaded
3. No matter who uploads, the individual must draw a box around each answer associated with each question from (1) above. Questions that do not have a part of the PDF associated with it must be marked with zero points and a comment of "Not submitted" when grading.
4. Individual clicks next. And the system accepts the work and warns them if there are unanswered questions. If warned, the student may go back to the previous step and continue marking answers.
5. IF a student re-submits a new PDF before the deadline, the new data must overwrite the old data.
6. When the teacher enters the grading page for an assignment, they complete the following steps:
 - a. Lists the questions and whether they are graded.
 - b. The teacher selects a question to grade or review. AI immediately starts to group them. This may be interrupted by the teacher and manually completed.
 - c. A grouping of questions assigned by the teacher or AI is shown. By default, all answers are assigned to the individual grading group.
 - d. At this point a teacher can:
 - i. Create additional groups (Name of group, List of Answers)
 - ii. Drag and drop answers from one group to another (preferably from the default to the new groups created)
 - iii. Rename groups created by the AI.
 - iv. The AI only groups answers if there is one default group.
 - e. Once the grouping is completed the teacher clicks next to go to grading the groups.
 - f. One answer is selected from each group, and the teacher grades them by clicking next or previous between groups until all groups are graded. Teachers can:
 - i. Add comments
 - ii. Assign points
 - g. Teacher clicks done, and the grades are assigned to all members of each group.

- h. Returns to step b.
- i. Once all questions are graded a score is recorded for each student.

Objective-Form Assignments/Assessments

General Issues

1. When grouping answers
 - a. Answers must be readable. Gradescope sometimes made them too small to read and group. Its ok to have to scroll to see all the answers, but we must be able to read them.
 - b. Blanks should be grouped together automatically and placed in a “Not Submitted” group.
 - c. Multiple answers can be selected at a time and added to a group
2. Where input is required, use Markdown with the ability to include LaTeX. E.g. with MathJax or KaTeX.
3. When students or teachers select an area of the PDF, we need to show only that selection when grading. It might be necessary to clip that into an image. I’m not sure how those details are handled.

Samples from other System

This image shows the system recognizing names and IDs.

gradescope

Gradescope Tutorial

Demo Exam

Edit Outline

Create Rubric

Manage Scans

Manage Submissions

Grade Submissions

Review Grades

Regrade Requests

Statistics

Settings

Account

Manage Submissions

On this page you can assign names to student submissions, replace individual submission PDFs, and remove submissions. Use the **tab** key to quickly go through the name assignment fields. If something does not look right, you can **turn off** automatic roster matching.

10 Submissions 11 / 20 Students Have Not Been Matched

All9 Auto-Assigned1 Unassigned

Q

Name & ID Region	Student	Submitted	Graded
Name: Dale Long Student ID: 205797037	Dale Long Edit 205797037 Automatically Assigned	May 09 01:26 PM	0% Show Details
Name: Byron Washington Student ID: 205532315	Byron Washington Edit 205532315 Automatically Assigned	May 09 01:26 PM	0% Show Details
Name: Hilda Nguyen Student ID: 204129743	Hilda Nguyen Edit 204129743 Automatically Assigned	May 09 01:26 PM	0% Show Details
Name: Becky Hayes Student ID: 214359068	Becky Hayes Edit 214359068 Automatically Assigned	May 09 01:26 PM	0% Show Details
Name: Kent Hansen Student ID: 2088932635	Kent Hansen Edit	May 09 01:26 PM	0% Show Details

Upload Submission

Grade Submissions

Gradescope's way of doing answer groups. If you select Math fill-in-the-blank, it does better with math than just text.

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by turnitin

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Demo Exam

✓ Edit Outline

✓ Create Rubric

✓ Manage Scans

○ Manage Submissions

○ Grade Submissions

○ Review Grades

Ⓢ Regrade Requests

📊 Statistics

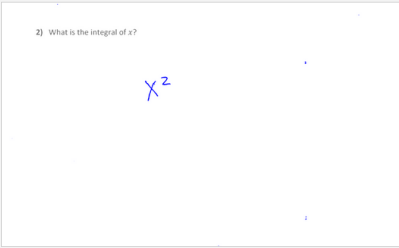
⚙️ Settings

Account

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Question Preview

2) What is the integral of x ?

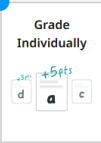


Student answer 6


How would you like to grade this question?

Grading Method ☐ Apply grading method to all other questions.

Grade Individually



Form Answer Groups First



AI Assists With Recognizing

☐ Blank answers only (manual grouping)

☐ Multiple choice marks

☐ Math fill-in-the-blank

☒ Text fill-in-the-blank

☐ ☒

Text Fill-in-the-blank: Works best for questions with a small, predefined answer area for a handwritten word or two. Please indicate a [Final Answer Area](#) if there is a specific part of the question region that you want to group answers by.

?

Review Answer Groups >

Results in:

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Demo Exam

✓ Edit **Demo Exam**

✓ Create Rubric

✓ Manage Scans

○ Manage Submissions

○ Grade Submissions

○ Review Grades

Ⓢ Regrade Requests

📊 Statistics

⚙️ Settings

Account

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Q2 > Answer Groups

0/1 Groups Confirmed

0/2 Confirmed Answers

8 Ungrouped Answers >

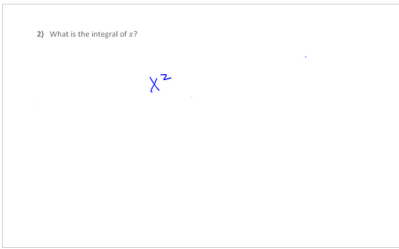
Explanation

⚙️ Settings

We found 1 group for this Text Fill-in-the-blank Question ([Edit type](#)).

Indicate a [Final Answer Area](#) if there is a specific part of the question region that you would like to group answers by.

2) What is the integral of x ?



Group 1

x2

0 / 2 Answers Confirmed

✎ Rename

↔ Merge

✕ Delete & Ungroup Answers

Review unconfirmed groups.

✓ Grade

➦ Merge Groups...

Review First Group >

?

Review Answer Groups >

After grouping:

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Gradescope Tutorial

Demo Exam

Edit Outline

Create Rubric

Manage Scans

Manage Submissions

Grade Submissions

Review Grades

Regrade Requests

Statistics

Settings

Account

Click on answers that you want to assign to a group.

Q2 > Answer Groups > Ungrouped Answers

3/3 Groups Confirmed

8/8 Confirmed Answers

2 Ungrouped Answers

Text Fill-in-the-blank Question (Edit type).

These answers have not been grouped and can be graded individually.

Move them into groups if it would save you time.

2) What is the integral of x ?

$$x^2 + C$$

No answers selected.

Create a Group

1

2) What is the integral of x ?

$$x^2$$

x2 (2) Edit

2

2) What is the integral of x ?

$$\frac{1}{2}x^2 + C$$

Correct (3) Edit

3

2) What is the integral of x ?

$$\frac{1}{2}x^2$$

Undo 3 answers assigned here.

Select All

View Groups

Grade Answers

When you click grade answers, it pops up this window:

Before you grade...

Take a moment to review what you are about to grade.

3/3 Groups Confirmed

2 Ungrouped Answers

You will grade 3 groups (containing 8 answers).

You will grade 2 ungrouped answers individually.

Assign them into groups if it would save you time.

Cancel

Continue to Grading

Actual grading:

Full Page

Question Only

Grading by Group

You are grading Group Correct with 3 submissions

2) What is the integral of x ?

$$\frac{1}{2}x^2 + C$$

Keyboard Shortcuts (SHIFT + ?)

2: Math: Integral of X

Group Correct

0 / 10 Graded

Grading 3 submissions

Total Points

5.0 / 5.0 pts

Rubric Settings

Collapse View

1 -0.0

Correct

Add Rubric Item

Create Group

Import...

Group Specific Adjustments

Point Adjustment

Provide Comments Specific To This Group

Apply Previously Used Comments

Submissions 1 - 3 of 10 (Group Correct)

Previous Ungraded

Previous

Next

Next Ungraded Answer

The rubric features are really nice. When you add or change a rubric, it applies to all assignments not just the one you are grading. This really helps us as teachers be fair in our grading. Also, rubrics are numbered so that when grading, all you have to do is hit the number on the keyboard and it is selected. The right arrow takes you to the next group or student, and the left arrow takes you to the previous one.

This is just their blurb about dynamic rubrics.

Grade faster with a dynamic rubric

3: Chemical Formula for Magnesium Chloride

0 of 20 graded

Total Points
5.0 / 5.0 pts

Rubric Settings
Collapse View

1	-0.0	Correct - $MgCl_2$
2	-3.0	$MgCl$ - The chemical formula $MgCl$ is incomplete because it doesn't specify the charge of the magnesium ion. Magnesium commonly forms a 2+ cation, and chloride ions have a 1- charge. Therefore, the complete and balanced formula for magnesium chloride is $MgCl_2$.
3	-3.0	$MnCl_2$ is the chemical name for manganese chloride
4	-5.0	Any other incorrect answer

Build your rubric ahead of time or as you grade. Either way, you can make changes anytime that apply retroactively.

Next