**Application Overview**

This application allows you to pick a course and look at the marks for any of the assessments for that course. Once you pick a course and the assessment you would like to examine, you are then provided with a list of all the students in that course as well as the mark each student got on the specific assessment you chose. You are also given the max, min, average, and standard deviation of the marks and can put the data into a graph as well as create a Word Document report of the data.

**Step 1** - Read the instructions that appear on the Instructions worksheet

Table

Description automatically generated

**Step 2** - Select the Student Marking tab and then select the Student Grades icon

A screenshot of a computer

Description automatically generated



**Step 3** - Then a userform will appear with instructions on what to do next. Follow the instructions.

A picture containing graphical user interface

Description automatically generated

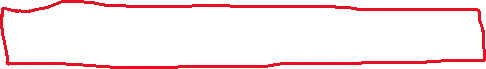


\* Note: It is important the right file is chosen so that we get the file path that opens the Microsoft Access file named “registrar”. This is important as this file contains all the data we need for this program to run properly. You will receive an error message if you do not select the right Microsoft Access file.

**Step 4** - After the “Run” button is clicked, a second userform will appear. This userform also has instructions which you must follow. If you do not select an option from both lists before you click “Calculate” an error message will appear.

Graphical user interface

Description automatically generated



**Step 5** - Once you select one option from each list and click “Calculate”, the marks for the data you chose to analyze will appear on the worksheet called “Student Grades”. These marks will be printed beside the student ID of the student who received that mark. On the worksheet you will also see the minimum, maximum, average, and standard deviation values for the data/marks. This worksheet also states what course you chose incase you forget what you chose.

Graphical user interface, application, table, Excel

Description automatically generated

*When running this in Excel, scroll down to see all the marks.*

**Step 6** - Also, if you go to the Student Details worksheet you can find a list with all the student IDs and the first and last name of each student enrolled in the course you chose.

Table

Description automatically generated

*When running this in Excel, scroll down to see all the students.*

**Step 7** - If you would like to graph the marks seen in the Student Grades worksheet, select the Student Marking tab and then select the Graph Data icon.

A screenshot of a computer

Description automatically generated



**Step 8** - Once you click Graph Data, this will produce a graph of your data which will be displayed on the worksheet called Student Grades.

Graphical user interface, application, Excel

Description automatically generated

**Step 9** - Also, once the Graph Data icon is clicked, a Word Document report will be automatically generated. This Word Document has 2 pages where all the data on your worksheets as well as an explanation of what the program did when it was run.

Graphical user interface, table

Description automatically generated

*\*1st Page \*2nd Page*

**Step 10** - This Word Document will be saved to your working folder. The exact location will be displayed to you in Excel through a Message Box

Graphical user interface, application

Description automatically generated

**Step 11** - (OPTIONAL STEP). If you would like to delete all the contents from your worksheets Student Grades and Student Details, select the Student Marking tab and then select the Clear Worksheets icon.

A screenshot of a computer

Description automatically generated

