

User Guide for the Interactive Grading Website

1. For best experience, open this page on a large screen device like a laptop or a tablet.
2. This website does not store any data. Grades need to be submitted separately through ERP.
3. Please verify the histogram generated and the grades calculated before uploading on the ERP.
4. To begin, enter a list of marks in the "Enter Marks" text area. For example, you may copy and paste a column or a row from a spreadsheet into the text area.
5. Click the "Plot Histogram" button. Some of the buttons and the grade settings will remain disabled until a valid marks data is entered and a histogram is plotted.
6. Verify the number of students, the highest, lowest and the average marks displayed in the table below the "Plot Histogram" button. All the scores are rounded-up before calculating the statistics.
7. Enter the course code and title. This will be used as the title of the histogram plot and also for the downloaded PDF file.
8. Enter the course total. This is the maximum possible marks for the course. It sets the x-axis limit of the histogram plot. On the top-right of the plot, there is a toolbar with buttons to pan, zoom and reset the plot view.
9. Hover over any of the bars in the histogram to see the marks and the number of student who got that marks as a tooltip.
10. Enable or disable various grades using the checkboxes at the bottom of the page. When a grade is unchecked, the corresponding slider and text box are also disabled.
11. Adjust the cut-off for the grades using the corresponding slider. For fine-grained control on the slider, click it and then **use the keyboard arrow keys** to move it. It is also possible to directly type the cut-off in the text box next to the slider. There are up and down arrows on the text box to increment or decrement the cut-off by 1.
12. The MGPA of the course is dynamically updated in the title of the plot as the grade cut-offs are varied.
13. Once you are satisfied with the grade cut-offs, you can click the "Save PDF" button to download a PDF file containing the histogram and a summary table showing the grade boundaries and the number of students in each grade.
14. You can also click "Save Grades" button to download a CSV file containing the letter grades for each marks that you entered in the text area in the same sequence.
15. For any bugs or usability issues please contact AUGSD.