User's Guide for Interactive Grading

- For best visualization, open this website on a large screen device.

- Enter the Course No. & Title and Maximum Marks in the space provided.

- Enter the final marks (rounded-up as per guidelines) in the space provided. You can directly copy & paste the marks from a column or a row of Microsoft Excel / Word file.

- Click the "Plot Histogram" button. The histogram will be displayed on the screen. Moreover, all other buttons and the grade cut-off facility will get activated. On the top-right corner of histogram, there is a toolbar with buttons to pan, zoom, reset and hover the histogram bar.

- Verify the number of students, highest, average and lowest marks displayed in the table.

- You can enable or disable various grading options using the checkboxes of the grade cut-off facility buttons. When a grade box is unchecked, the corresponding grade slider will be disabled.

- You can 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 for increment or decrement of cut-off by 1.

- The MGPA of the course will be automatically updated in the title of the histogram.

- After completion of grading, click the "Save PDF" button to download a PDF file containing the histogram and "Grade Summary Table".

- You can also download the *.csv file* by clicking the "Save Grades" button. The *.csv file* will contain the marks and grades in the same sequence of entered marks.

- The portal will not store any data.

- The final grades need to be submitted separately in ERP.

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