

Introduction

If you are a Moodle user, and teacher, you probably need to make the evaluation of the outcomes. The Gradebook can be a valuable tool that will help you to track the students' progress through assessment and required activities. You will need

- An access to the gradebook.
- Learn how the Gradebook is presented.
- Know about the information provided by the gradebook.
- Key features and activities of the gradebook.

If you are not very used to gradebook terms, please take a look before to the [glossary section](#)

Accessing the Gradebook

All courses in Moodle have a grading area, known as the **Gradebook**. A lot of activities provided by Moodle can be graded. All of these results go to the Gradebook.

Depending on the configuration and the appearance decided by your Moodle administrator, the **Gradebook** can appear or not as a direct access on the dashboard or the left menu of your Moodle course. An example can be seen in the [figure 1]. In this case the gradebook has a direct access from the left menu.

Figure 1. Accessing the GradeBook.

Selecting the grades from the menu, we access to the main gradebook as we can see in figure 2.

Figure 2. Starting the gradebook from the menu.

You can see two rows in the menu:

- Top row: **View, Setup, Scales, Letters, Import and Export** options.
- Bottom row: **Grade report, Grade history, Outcomes report, Overview report, Single view and User report**.
- Graded activities automatically appear in the grades area when they are added into the main course.
- Left-hand side contains the students' names and some data.
- On the far right-hand side of the table is the **Course total**, which is calculated based on the grades activities. By default, you can see averages but it is configurable.
- At the bottom you can see a row with **Overall average** as a column, containing the average of all the grades within each assessment type.

The Gradebook captures all the assessment information on one screen. But the overall view can be overwhelming. Fortunately, Moodle is highly configurable to show what you need.

Depending on your role (teacher, non-editing teacher, or manager, etc.) you can see or not some features. Students will only be able to see their own grades and feedback.

Advantages of storing the grades this way are:

- information can be easily shared between teachers.
- if a course manager want to know how students were progressing it fast.
- students can see all their progress in one place and can start to manage their own learning.

Activities that work with the Gradebook

There are a number of Moodle activities that can be graded and, therefore, work with the Gradebook. The activities that will automatically appear in the Gradebook are:

- Assignments
- Quizzes
- Lessons
- The SCORM package
- Workshops

A number of other Moodle activities can also have grades and ratings assigned to them so that they also appear in the Gradebook. These include:

- Forums
- Glossaries

It is also possible to manually set up a *graded item* within the Gradebook, which is not linked with an activity but allows a grade to be recorded, but this, in some cases, require administration privileges. For further information, read the [moodle docs](#).

Gradebook Key features

Gradebook contains the score for each graded activity that can be presented in various ways:

- **Numerical grade** : (by default scored to 100).
- **Scale** : Customized grading that can be:
 - letters.
 - words.
 - statements.
 - numbers.
- **Letter grade** : linked to percentages (e. g. 100% = A+).

Organizing grades

With lots of activities that use grades within a course, the Gradebook will have a lot of data on one page. Categories can be created for group activities, and the Gradebook view can be customized according to the user for them to see all or some categories on the screen.

Customizing Grades

When you create an activity, you will choose how the activity will be scored and added into the course's grades area. Default grading are number grades (0–100) and a preset scale called **Separate and connected ways of knowing**^[1].

Some characteristics of gradebook concerning customizing are:

- Different courses can use different grading conventions
- It is possible to customize all the grades
- Letter grades can be customized too
- Scales can be created by teachers within a course.
- Site-wide scales, (Standard scales) , can be created only by an administrator.

Numeric grades

100 is the default grade for all assessments in Moodle. If you want to grade assignments with scores higher than 100, only the administrators can change the maximum grade possible^[2].

Letter grades

Some assessments or activities can be graded with a letter (**A**, **B**, etc.). **Letter grades** are number grades shown as letters in the Gradebook.

To link number to th letters, percentages are used. Figure 3 show a table of conversion to letter grades (moodle default conversio table).

Figure 2. Letter grades conversiot table.

Customizing letter grades

The ability to edit the grade letters to meet specific course needs enables us to present information in the Gradebook to staff and students, which has more meaning than numbers alone can provide. For example, if our student needs to achieve 60 percent to pass the assignment, we can customize the letter grades to indicate that anything graded at 60 percent or more shows the word **Pass** as the grade, and anything below 60 percent shows the word **Fail**. This will make more sense to the student than the number grade. Let's set up an example and see an alternative use of the letter grades.

Creating a letter grade that uses words

The letter grades can be customized to link to any percentage. The letters can also be changed into words (e. g. **Aprobado**, **Notable**, **Sobresaliente**, etc.).

In this example, we are going to set up letter grades that enable teachers to grade the assignment below of 50, to pass the subject, and so the assignment will be graded as **SUSPENSO**, teacher has to score the assignments with numbers, but the students will see the word as their grade. But for the final course total, Moodle uses the numbers to calculate the final grade.

We can to customize the letter grades and their the equivalent percentages for the different grade levels.

The following table shows you the final grade linked to the different grade levels and the calculated percentage in Spanish Academic Records:

Grade in Spanish Academic Records	Definition	10-points grading scale	Definition	Estimated percentage	Estimated ECTS Grade
4	Matrícula de Honor	10	Topper in Class or Subject	95 to 100%	A+
3	Sobresaliente	9	90% Contents assumed	90 to 95%	A
2	Notable	7	70% Contents assumed	70 to 89.9%	B
1	Aprobado	6	60% Contents assumed	60 to 69.9%	C
1	Aprobado	5.5	55% Contents assumed	55 to 59.9%	D
1	Aprobado	5	50% Contents assumed	50 to 54.9%	E
	Suspense		Less than 50% contents assumed (60% in many cases)	49% or below	FX-F

The percentage is calculated through this formula:

Minimum grade divided by maximum grade (in this case 10) and multiplied by 100.

decimal places and require a maximum and minimum percentage per letter grade. The full range needs to extend from **0.00%** to **100.00%**.

Scales for grade assignments

Scales are a list of words or characters that can be used to grade assignments. Each scale needs at least two choices, but you can have as many words in the scale as you want. You can also use lots of different scales simultaneously:

- Aprobado Suspense
- Deficiente, Aceptable, Bueno, Excelente
- Revisable or Progreso Adecuadamente

Scale is created prior to the graded activity. When an activity is added to the course you must choose the required scale. Once created a assigned, teacher see the scale options in a drop-down list to select the grade to be awarded.

After a scale has been used, it can no longer be edited.

Scales be used to calculate final grades, but the scores are based on the number of items in the scale rather than a specific score for each element of the scale. However, additional weightings can be used to increase the point value. The use of weightings will be explained later Calculating scores using scales can be confusing and therefore, scales are not always the best option when complex scoring is required. However, for courses that use simple calculations or where there is a point at which a learner will pass, scales can be a useful way to present course grades that will make sense to students.

Customizing grade scales

Figure 4 show University of Vigo default customized scales^[3].

Figure 4. Customized scales.

Using Outcomes

Outcomes are extra elements that can be added to a graded activity in order to be able to grade specific elements that have been completed. Each outcome can be graded with **Scale** , but the teacher must also put in an overall grade for the graded activity. Outcomes can be especially useful for courses that require a competence oriented evaluation of students, like is recommended in Europe after the Higher Education Integration by the [Bologna Process](#) ^[4].

We will set up some outcomes to enable us to assess whether specific criteria is completed and evidence has been provided. We will make use of the Completion scale that we have just set up ^[5].

To create outcomes that we can use to assess elements of the assignment follows:

- Criteria 1 met
- Criteria 2 met
- Evidence provided

is show as:

Full name and short name
Scale Description
Criteria 2 met Completion All elements of criteria 2 have been met
Criteria 1 met Completion All elements of criteria 1 have been met

Outcomes can only be deleted before they are added to an assignment. Once it is used in an assignment, the delete option will not be available, but you will still be able to edit. However, if the outcome is removed from all assignments, we will be able to delete the outcome from the course. Later, we'll discuss again the outcomes.

Grades assignments

Some of the activities are graded by Moodle, such as quizzes, or written assignments content need to be reviewed and graded by the teacher.

Assignment grading

Let's take a look to the grading screen:

Grade screen.

we need to click on the name of the assignment that we want to grade.

We can see the *name* as well as the details. Beneath the assignment details, there is a *Grading summary* section.

The grading summary:

- Says how many students (*Participants*) are in the course.
- Shows whether any drafts of work have been submitted (*Drafts*).
- In *Submitted* we can see how many students have submitted their assignment.
- In *Needs grading*, how many of the submitted pieces of assignments need to be graded.

In th grading summary, there is the *View/grade all submissions* which is a link to the assignment grading screen. Click on it we go to go into the assignment grading area.

Sections on this page:

- *Grading action* to choose to download assignments or select alternative ways of grading.
- The *main grading table* provides information related to the assessments of each student.
- *Options* to change how we view the assignment grading screen.
- *Select* column to choose to select student:

Grade screen.

- There are five options to choose from within the list, all the options show a - or +symbol to hide or shot the item :
 - Lock submissions
 - Unlock submissions
 - Download selected submissions
 - Grant extension
 - *Go* button to execute.
- *User picture* is obvious.
- *First name/surname* permits change order and select order criterion.
- *Email address* student information.
- *Status* shows you the submission and grading status of the assignment.
- *Grade* is a command button to access the grading page.

- *Edit* enables to prevent or grant submission changes.
- *Last modified (submission)* show the date and time when the student submitted their work for grading.
- *File submissions* and *Online text* show a link to the file/files that students uploaded.
- *Submission comments* student comments.
- *Last modified (grade)* show you the date and time when the assignment was graded by a teacher.
- *Feedback comments*, start of any comments given by the teacher after the assignment has been graded.
- *View annotated PDF* and *Annotate PDF* are tools to work with 'pdf' format.
- *Feedback files* links to files uploaded by the teacher (if this option was selected when creating the assignment).
- *Final grade* shows you the grade that was awarded to the student.
- *Outcomes* show you which outcomes are being met by the assignment (if were added to an assignment).

There is a lot of information in this table and it provides a good overview of the current status of the assignment for each student.

The Submission Status section

The *Submission status* section provides a summary of the assignment for this student, including:

- which attempt this piece of work is
- the current submission and grading status
- the date the work was submitted
- The submitted work (link).

The Grade section

The *Grade* section enables the assignation to a grade and provides feedback to students.

The grade depends on the type of grade we selected when creating the assignment. If *Task 1* was set to *scale grade* so we select from a drop-down list from which grade.

- *Marking workflow state* only appear if the marking workflow is turned on when initially setting up the assignment. Options are:
 - *Not marked* (prior to grading).
 - *In marking* if the teacher has started grading (but hasn't completed it).
 - *Marking completed* when the grading is complete, but it should be kept hidden from students.
 - *In review* it has graded but needs second grading process or moderated inline.
 - *Ready for release* graded and reviewed.
 - *Released* grade and feedback are visible within ther Gradebook.

The final in the *Grade* provides feedback:

- *Feedback comments* to edit feedback for students based on their work.
- *Feedback files* uploaded files (+ icon) .

Attempt settings

There are the following options at the bottom of the individual grading screen:

- *Save changes* enables to save the grade and feedback and go back to the assignment grading table.
- *Save and show next* save the grade and feedback and move to the next individual grading page.
- *Cancel* this will cancels any work completed.
- *Previous* goes to the assignment grading screen of the previous student.
- *Next* moves to the next individual grading page (not saves any work).

All the information regarding the work of a user is explained as follows:

- *Status* shows the text, *Submitted for grading* and *Released* (the work have been submitted and also been released after grading).
- A grade is now shown in the *Grade* as well as in the *Final grade*.
- *Last modified (grade)* shows you the date and time when the grade was last updated.
- In the *Feedback comments* you can view all the feedback.

Grading options

At the top of the assignment grading table page, there is a drop-down list that provides you with a range of grading options, which are:

- *Download all submissions* to download all the files of this assignment (.zip file).
- *Download grading worksheet* only available if offline grading has been enabled (a .csv file) containing the assignment information.

A teacher can add grades and feedback into a .csv file while they are offline, and this can be uploaded to populate the grading table with the relevant grades and feedback.

- *Upload grading worksheet* if we want to upload the amended grading worksheet.
- *Upload multiple feedback files in a zip* allows students' work to be annotated and re-uploaded as feedback.
- *Download all submissions* (zipped).
- *View gradebook* take us straight to the Gradebook.

Options

This option enables us to customize how the grading table is viewed as well as provide some quick grading options. You can customize how you view the assignment grading area. Options are:

- *Assignments per page* how many rows are shown per page.
- *Filter* drop-down list on the grading table that only shows you the assignments that we need to consider:
 - *Not submitted*
 - *Submitted*
 - *Requires grading*
- *Workflow filter* allows you to choose to view only students within a specific part of the workflow.
- *Quick grading* an alternative way to grade a student's work.

Quick grading within the assignment grading screen

Turning on, *Quick grading* turns the assignment grading area into an editable table that will enable us to add a grade and some written feedback. Quick grading is very useful for offline activities or assignments that have already been viewed offline.

Options are.

- *Status* drop-down list that changes the workflow phase for the student.
- *Grade* drop-down list next to each student in order to choose the grade to award.
- *Feedback comments* entry box to type in some feedback for the assignment.

Grading a number grade

We are initially provided with a *Grading summary* clicking on *View/grade all assignments* an assignment grading table appears. This has an *Online text File submissions* like the standard.

Much of this information about *Submission status* is the same as previous, but the *Online text* information shown on this page. You can read the assignment submitted by the student. In *Submission status*, we have the *Grade* section and the option to assign a grade:

- The *Feedback comments* box already has some text in it. This text is the assignment submitted by the student.
- This information appears in the box *Comment inline* when we created the assignment. It is editable.
- We will need to make our feedback stand out from the student's original text, using the text editor available at *Feedback comments* box.
- Click on *Save changes* to submit the feedback and grade to the Gradebook and inform the student.

Grading with outcomes

The assignment grading table shows added outcomes to one assignment (if we have chosen that option). An additional column at the end of the grading table shows the outcomes. Otherwise *No outcome* appears.

- To grade the outcomes, we need to click on the *grade* icon in the *Grade* column.
- *Submission status* enables the access to the file and online text submitted by the student.
- *Grade* is similar to previous.
- Final grade will be awarded when we enter a numerical value in the *Grade out of 100* option in the *Grade* box.
- There are additional items to grade like *Evidence provided* and *Criteria 1 met*. To grade each outcome, click the drop-down list.
- You can manually reopen an assignment in order to enable resubmission (*Attempt settings*). Change *Allow another attempt* option to *Yes*.
- *Save changes*.

Grading with a marking guides

The difference is that previous grading pages is the way in which the assignment is graded.

- When grading with a scale, the grade appears a drop-down
- For a numerical grade, there is a textbox to type the grade.

- For a marking guide assignment, there is no single grade entry point.
- Select the criteria titled *Planning*:
 - We can see the full details of the criteria that aids us by providing us with the correct grade.
 - We have a textbox where we can add feedback in relation to this criteria.
 - When add *Frequently used comments*.
- The final column provides a grade entry box. We can see the maximum number of points that are available for this criteria. We have to add a number grade up to the given maximum grade.
- Click *Save changes*.

Following the grading, each score assigned to each piece of criteria is added together in order to provide the final grade for the student, and this can be seen in the *Grade*, in the assignment grading table. Students will see the final grade and each individual criteria grade and feedback when reviewing the feedback for their assignment.

Grading with rubrics

The rubric table enables us to easily grade work even though there is a lot of information on the screen:

- Teacher reviews the work and clicks on the box containing the statement and points to award.
- Written feedback in the textbox can be added.
- The shaded boxes show the grade awarded for each criterion and comments.
- Final grade is calculated adding together each of the points awarded within the rubric.
- As with the *marking guide*, the student will see the full rubric table and comments when they receive their assignment feedback.

Grading a graded item in the Gradebook

We also can add a graded activity directly into the Gradebook:

1. From the main course go to *Grades (Administration then Grades)*.
2. Click on *Turn editing on* button.
3. You are able to add a grade directly into the graded item.

You can see the *Attendance grade* option. This item was set up as a value grade. To add the grade, type a number into the empty textbox. There is an *Update* button that saves any grades added. This grading method applies to any other type of graded activity within the Gradebook.

Quick grading

Turning editing on allow us to grade any graded activity.

In the previous screenshot, we can see different types of grades. **Task 1** is an example of an assignment that is graded with a scale and, therefore, quick grading provides a drop-down list that enables us to choose the grade we would like to award. **Task 2** and **Task 3**, however, have been set as numerical grades, so we need to type the number into the grade box. Also, as part of **Task 3**, there are two columns that show you outcomes that are graded using a drop-down list that chooses a scale item.

After we have amended grades on this screen, we need to click on the **Update** button to save the grades.

There are a few things to consider when using quick grading:

- We cannot see the maximum grade when adding number grades.
- The marking guide and rubric-graded assignments cannot be marked via the quick grading option.

When using the quick grading option, you can choose to add quick feedback to enable this follow these steps:

Step	Action
1.	Click on the <i>My preferences</i> , or on <i>Grader report</i> under <i>My preferences</i> .
2.	Scroll to <i>General</i> section at the bottom of the page.
3.	In <i>Show quick feedback</i> , change the drop-down list to <i>Yes</i> .
4.	<i>Save changes</i> .

The quick feedback option is limited to adding text, so if a lot of text is required, it is recommended that the individual grading screen be used.

Calculations

There are various options and settings available to calculate and display a final grade in the Gradebook.

Calculations on the grade

All graded activities that are added to the online course will automatically be added to the Gradebook. Students can have a range of assessments for which they will be given a range of scores. The Moodle Gradebook:

- Stores the grades.
- Calculate a final grade based on a set of rules.

This implies a previous normalization process. Normalization means that when the grade given to an individual assessment, is converted into a decimal number for the calculation.

Reasons to use normalization

Normalization is required in order to ensure that all the grades have the same base value so that they can be calculated fairly in relation to the maximum grade. To calculate a fair total, we need both of the grades to be recalculated to a decimal so that they have the same base value prior to adding them together for the final course grade.

Calculation of normalization is the grade awarded, divided by the total grade possible so that all the graded activities have a base value of 10.

The following table shows this for the two activities in this example:

	Graded activity 1	Graded activity 2	Graded activity 3
Maximum grade	25	100	50
Grade awarded	10	30	10
Grade normalization	1.0	0.25	0.5

The normalization shows that the two awarded scores of 10 should not "weight" the same in the final course grade as they have significantly different decimal scores. This is this score that is used in the aggregation process.

Aggregation types

A wide range of aggregation types is available in Moodle. For the preceeding examples, the normalized grades of 1.0, 0.25, and 0.5 as shown in the previous example, will be used:

- The *mean of grades* is the average score calculated as: $(1.0 + 0.25 + 0.5)/3 = 0.583$.
- The *weighted mean of grades* means that each item has a weight so the final grade is normalized. For example if first assessment has "x1" weight, the second "x2" and the third "x3", the final grade is calculated as: $(1.0 + 0.25 \cdot 2 + 0.5 \cdot 3)/3 = 0.5$.
- The *Simple weighted mean of grades* is the default aggregation method (no settings changed). For example, one activity scores 100, other 50. The Gradebook first normalizes the grade and then multiplies that grade by the total grade possible.
- The *mean of grades (with extra credit)* is kept to be compatible with older Moodle versions.
- The *median of grades* uses mean instead of average.
- The *lowest grade* reviews all the grades after normalization and presents the lowest score.
- The *highest grade* reviews all the grades after normalization and presents the highest score.
- The *mode of grades* reviews and takes the most frequently is presented as the final grade, for example, 0.2, 1.0, and 1.0. The final grade is 1.0.
- *Sum of grades* is the only aggregation method that does not use normalization.

Maximum grades

It is possible to set a maximum score, then, Moodle calculate the final score based on it.

E.g. For example, 5 assessments each with a maximum grade of 250 sum 1250. However, the final grade might be 10. Therefore the aggregation convert the final score to 10 (not 1250).

Example

We have are three graded activities, each with a different maximum.

The aggregation is set then as a calculation, the average of the grades. The maximum grade possible for the whole course is 10.

Assignment	I	II	III	Total	Average	Final
Max.	250	250	500	1000	333.33	
Score	150	120	300	570	190.0	
Normalized	0.60 ¹	0.48	0.60	0.57	0.57	5.7

The preceding table can be explained as follows:

- **(a)** : To calculate the normalized grade, the grade awarded is divided by the maximum grade for each assignment.
- **(b)** : The mean aggregation grade is calculated by adding together the normalized grade for each of the grade items. This is then divided by five (the total number of grades awarded).
- **(c)** : The final grade is 84 as the mean aggregation grade is multiplied by 100, which is the course maximum. If the course maximum was 30, the final grade would be 25.2 ($0.84 \times 30 = 25.2$).

Let's go into the Gradebook and set up some examples to see the aggregation types in action and learn some other things that we can do to customize the Gradebook so that it can further meet our needs.

Grading example

Mean of grades

The parameters of this example are related on table 1.

Assignment	Max. grade
Task 1	100
Task 2	100
Task 3	50

Grade tasks 1 and 2 for at least one learner. Steps are:

Step	Action
1.	Go to <i>Grades</i> and choose the <i>_aggregation type_</i>
2.	Click on <i>Administration</i> and then on <i>Grades</i> . The overall averages show an average grade based on all the students rather than an individual student's average grade (it is shown for all aggregation types).
3.	From drop-down list find <i>Categories and items</i> , choose <i>Simple view</i> .
4.	Customize the Gradebook and choose the aggregation type. Go to <i>Categories and items</i> change the aggregation to <i>Mean of grades</i> , then click on <i>Save changes</i> (not the only way to this).
5.	Max grade_ shows the maximum grade possible for each graded item. The number at the bottom of the table is the total final grade possible. In this example, 100.
6.	In the drop-down list find <i>View</i> and click on <i>Grader report</i> .

We can customize choosing the *arrregation type*. In this case we choose *Mean of grades*.

Take a look at the information of *User 3* who has completed two assessments that have been graded. His current course total is 95.50 (91+100)/2. However, this only works because the course total is the same as the assignment maximum grades.

User	Task 1	Task 2	Task 3	\bar{x} course total
User 1	94.0			94.0
User 2	99.0			99.0
User 3	91.0	100.0		95.5
User 4	86.0	100.0		93.0
User 5	70.0	80.0		75.0
Overall average	88.0	93.3		91.3

If the course total was 75, we could not have performed this simple calculation for the course total. This is why Moodle first normalizes grades and then multiplies this by the maximum course total possible.

So, the calculation that Moodle is actually doing for *User 3* is:

	Task 1	Task 2	Total	Mean	Final
Max grade	100	100			
Grade actual	91.0	100.0	191.0	95.50	
Normalized grade	0.91 ⁽¹⁾	1.0 ⁽²⁾	1.91 ⁽³⁾	0.995 ⁽⁴⁾	95.5 ⁽⁵⁾

This score means that all assignments have been completed.

Including all graded activities

We can tell the Gradebook to include all the graded activities in the aggregation. Moodle will add up each assessed activity, which will include a zero score for each assessed item that has not been submitted or graded yet, and then it will divide the grade by the total number of assessed grades in the course regardless of whether they have been graded or not.

In this example, it will be divided by three. Let's go and apply this and see it in action:

Step	Action
1.	Go to <i>Categories and items</i> , on <i>Simple view</i> .
2.	In <i>Actions</i> first icon click on that icon (is an edit icon) .

Let's take a look at the Gradebook again to see what difference this has made (*_View*, click on *Grader report*).

The calculation that is taking place for *User 3* as follows:

Name	Task 1	Task 2	Task 3	Course total
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Name	Task 1	Task 2	Task 3	Course total
User 1	94.00	-	-	31.33
User 2	99.00	-	-	33.0
User 3	91.00	100.00	-	63.67
User 4	86.00	100.00	-	62.00
User 5	75.00	80.00	-	51.67
Overall average	88.0	93.33	-	48,33

	Task 1	Task 2	Task 3	Total	Mean	Final
Max grade	100	100	50			
Grade actual	91.0	100.0	0	191.0	63.67	
Normalized grade	0.91 ⁽⁶⁾	1.0 ⁷	0 ⁸	1.91 ⁸	0.6367 ⁹	95.4 ⁵

Gradebook Glossary of Terms

Here are some terms used in the gradebook, both in the development and the user interface. Using these terms in discussions about the gradebook will help to reduce confusion.

Term	Definition
Activity	An instance of an activity module (e.g. a single quiz, assignment etc...)
Calculation	A formula used to calculate grades, based (optionally) on other grade items. Not the same as Calculated question types .
Category	A set of Grade Items. A Category also has its own aggregated Grade which is calculated from its Grade Items. There is no limit to the level of nesting of Categories (a Category may belong to another Category). However, each Grade Item may belong to only one Category.
Course completion	The concept of meeting certain criteria for completing a course. In the context of the gradebook, this means a set of grades that must be reached, or a number of outcomes/competencies to complete/master.
Grade	A Grade is a single assessment. It may be a number or an item on a scale (possibly tied to an Outcome). Raw grade value is the numerical or scale grade from activity. Final grade is the grade reported in gradebook.

Term	Definition
Gradebook	A central location in Moodle where students' Grades are stored and displayed. Teachers can keep track of their students' progress and organise which set of Grades their students will be able to see. Students see their own Grades.
Grade Item	A "column" of Grades. It can be created from a specific Activity or other module, calculated from other Grade Items, or entered manually.
Grade Locks	Both whole columns and individual grades can be locked in the gradebook, via the <i>locked</i> field.
History	The gradebook has its own type of log, which keeps a History of all changes made to grades.
Outcome	Outcomes are specific descriptions of what a person is expected to be able to do or understand at the completion of an activity or course. An activity might have more than one outcome, and each may have a grade against it (usually on a scale). Other terms for Outcomes are <i>Competencies</i> and <i>Goals</i> . See some Examples .
Scale	A scale is a set of responses from which the teacher can choose one. eg Very cool, Cool, Fairly cool, Not very cool, Not cool
Letter Grades	Special representation of grade values similar to scales. Letters are configured in course contexts or above and are defined by lower boundary. eg A (above 90 %), B (above 80 %), C (above 70 %), D (above 50 %), F (above 0 %)

1. calculated as $\text{score}/\text{Máx}$ for each assignment. ↩ ↩

2. calculated as average normalized $(0.57) / \text{number of assignmets (3)}$ ↩

3. $(0.91+1.0)$ ↩

4. $1.91/2$ ↩

5. $(95.5*100)$ ↩ ↩

6. $91/100$ ↩

7. $100/100$ ↩

8. $0/50$ ↩ ↩

9. $0.91+1+0$ ↩