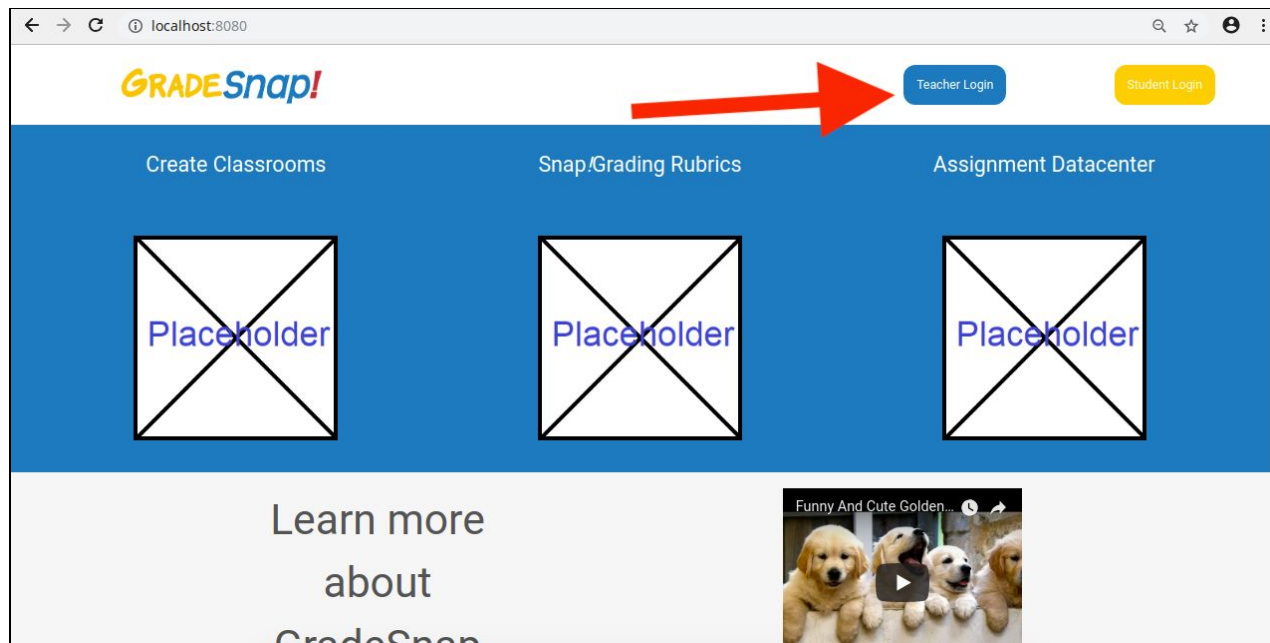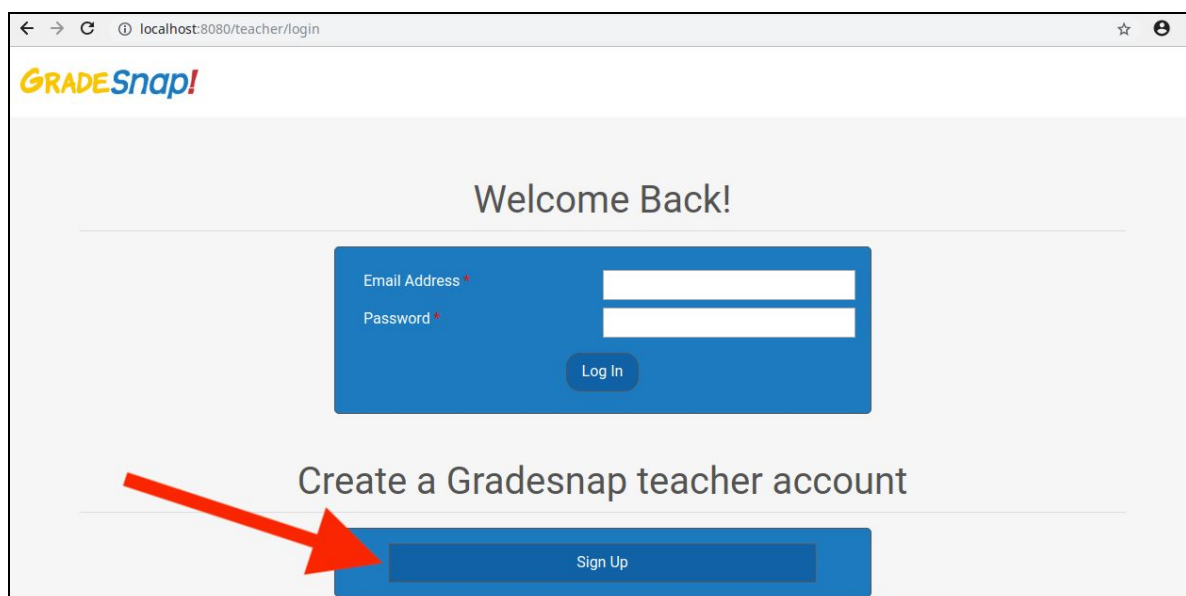# GradeSnap! User Guide

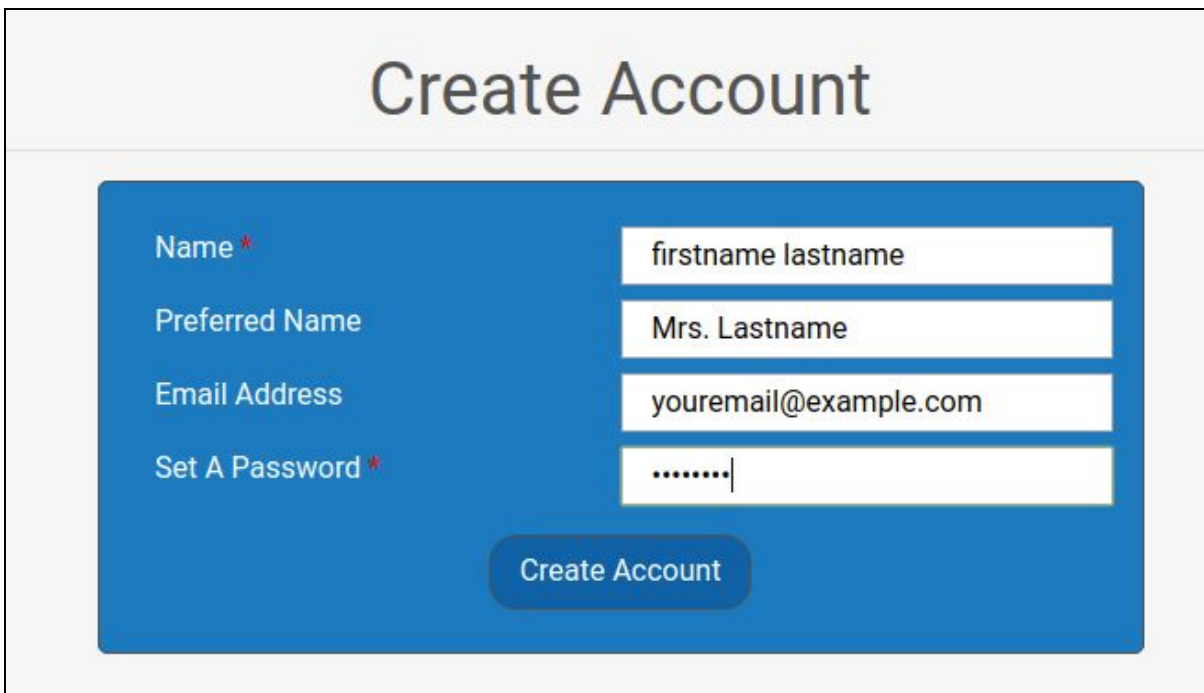## Create Account

Navigate to the Gradesnap homepage at <stemc.csc.ncsu.edu>. Click the Teacher Login button.

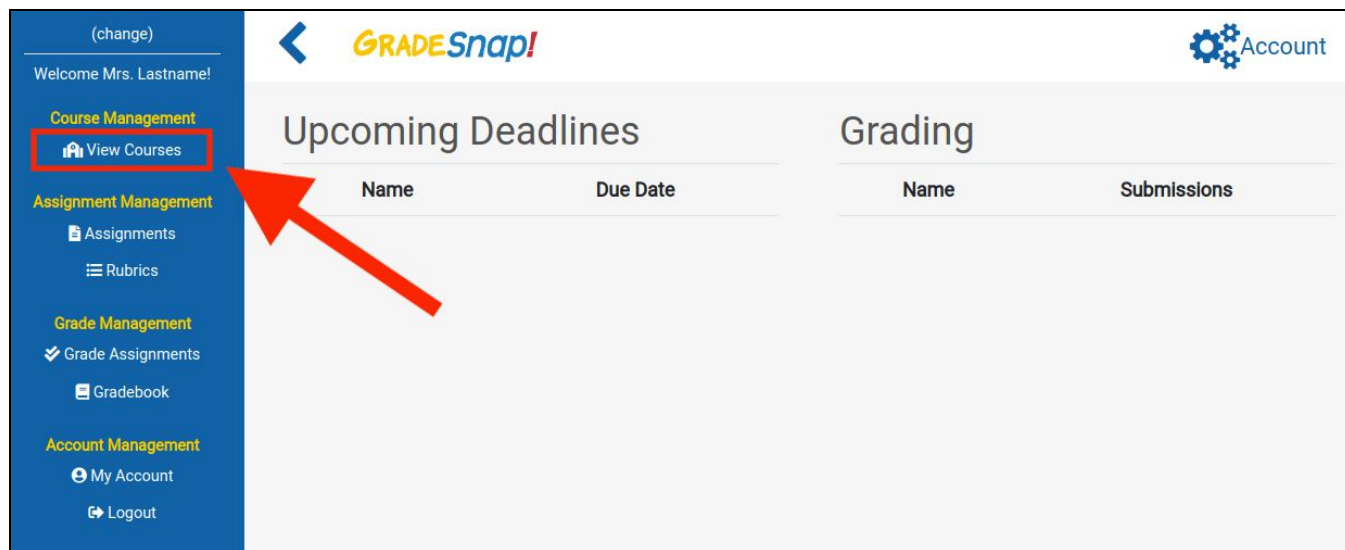On the login page, click the Sign Up button to create a new account.

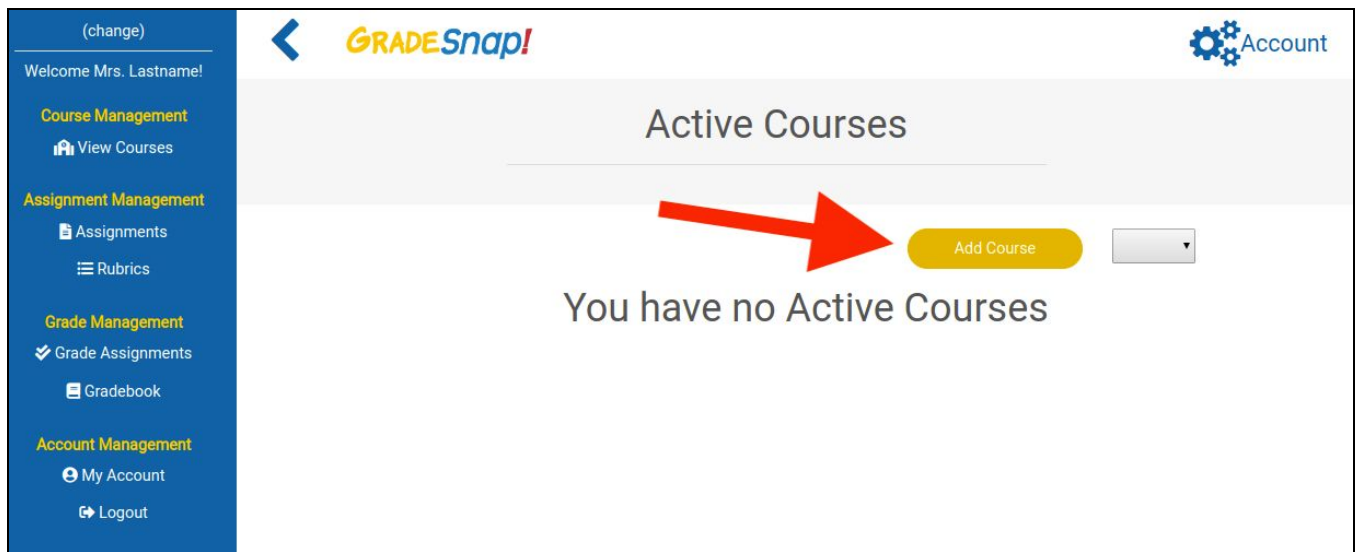On the Create Account page enter the required information, then click the Create Account button.

Add New Course

The first page is the Course Homepage, but a new account does not have any courses. Click the View Courses link to add a course.

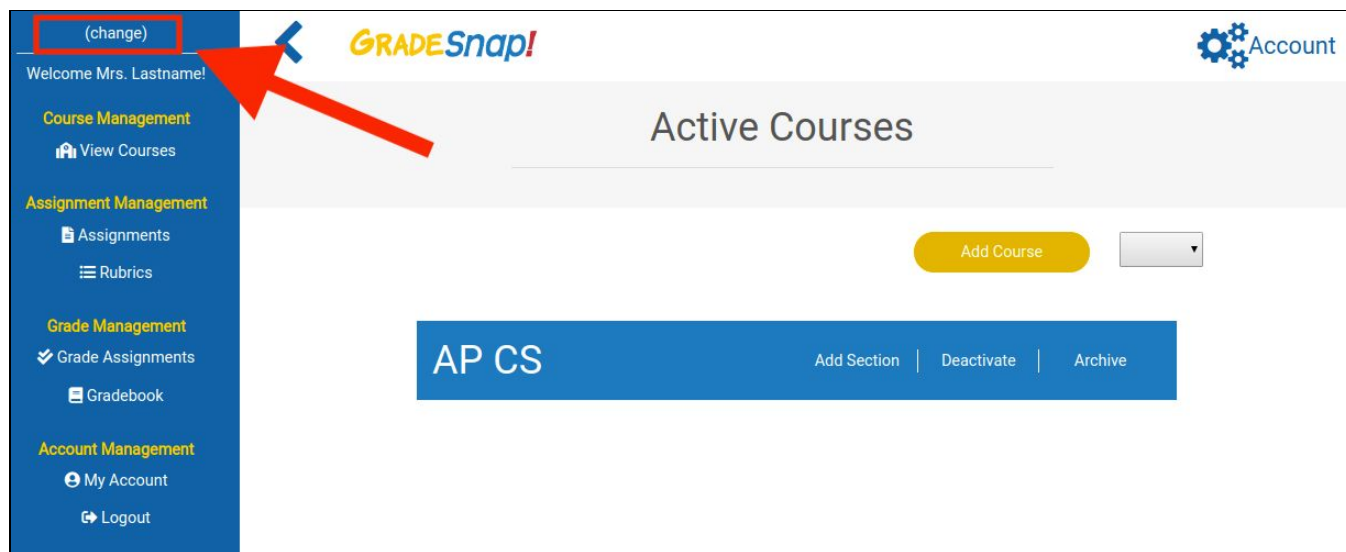On the Active Courses page, you will see there are no courses. Click the Add Course button to add a course.

Enter the required course details and click the Add New Course button.

You will see the newly added course on the Active Courses page. Click the change link to change to the newly created course section.

In the Select Course dropdown, select the course you made earlier. In the Select Section dropdown, select the section. Click the Update Active Section button.
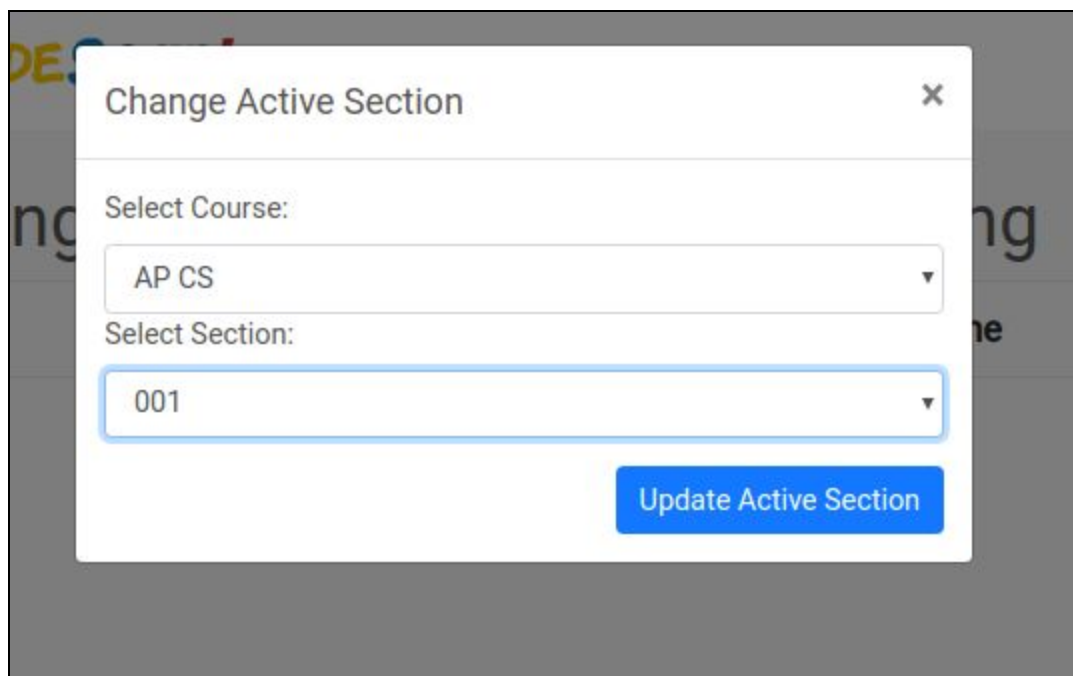
The screen will change to the Course Homepage for the Course Section that was selected. Notice the Course Name and Section Number appear on the screen now.

View Course

Click the View Courses link.

On the Active Courses page, click anywhere on the blue bar to show the sections associated with that class.

Add Student to Section

Click the Manage Section link to add students to the section.

On the Section Management page, start typing a student username. If the student username exists, it will appear below the username box, click the desired username. To add the student to the section, click the checkmark at the right of the page.

After adding the student, click on the Rubrics link.
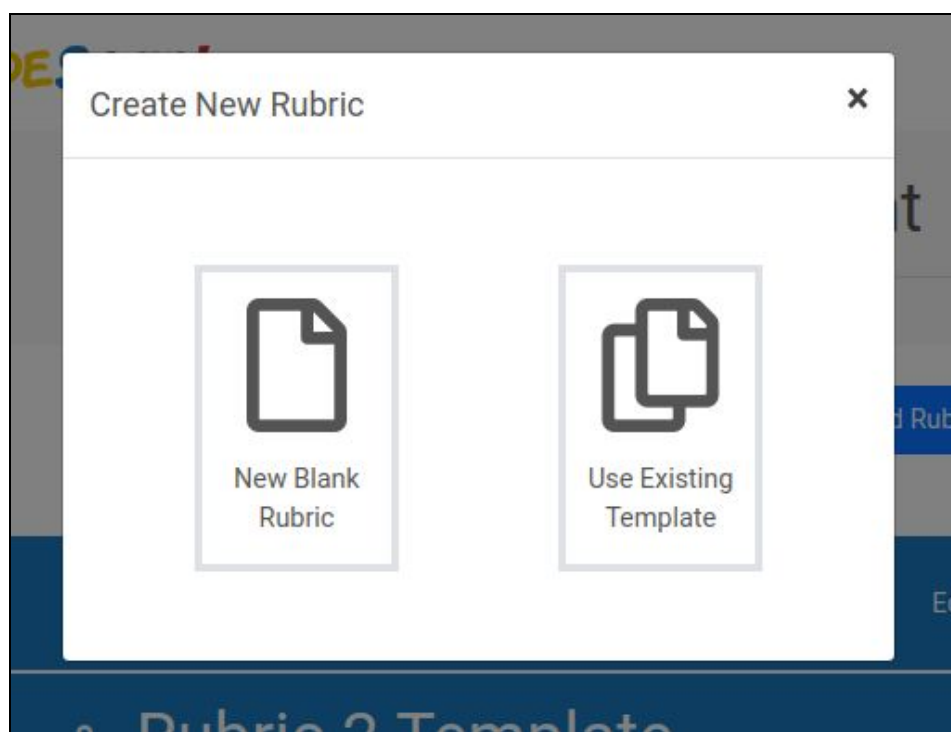

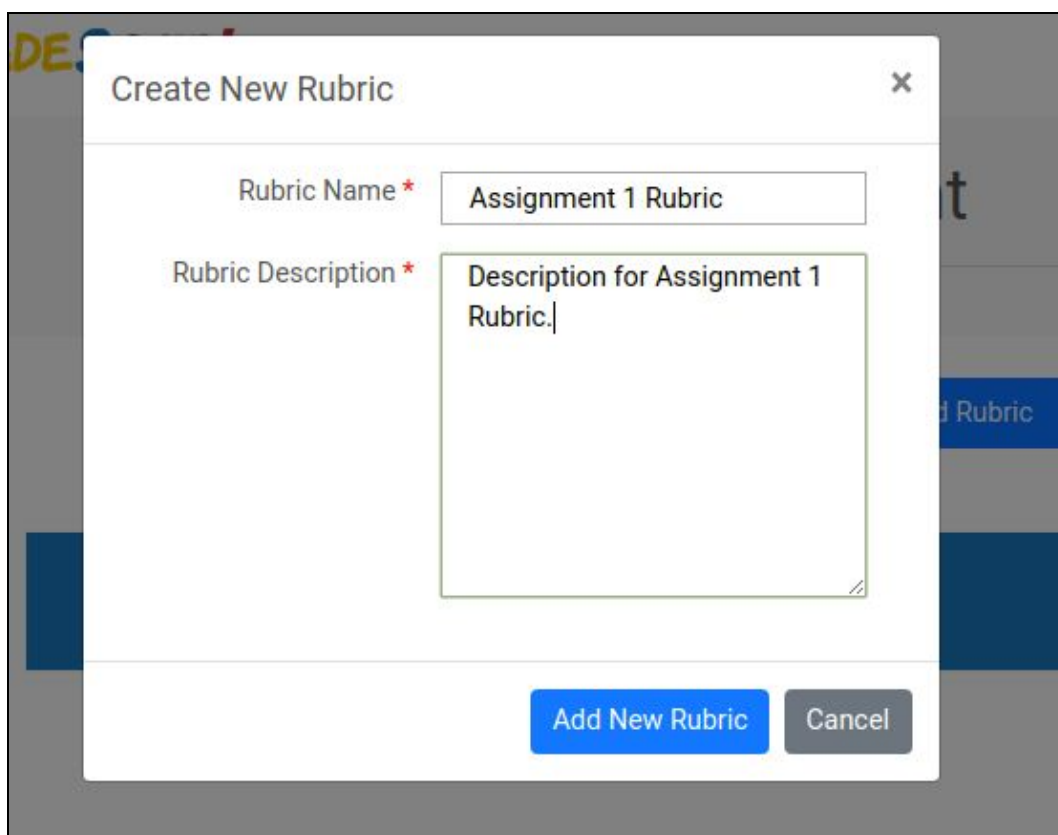## Add Rubric

On the Rubric Management page, click the Add Rubric button.

In the Create New Rubric window, click the New Blank Rubric button.

Add the desired Rubric Name and Rubric Description, then click the Add New Rubric button.

Click the Edit link on rubric that was created.

Click the Add Category button to add a grading category to the rubric.

In the Create New Category window, click the New Blank Category button.
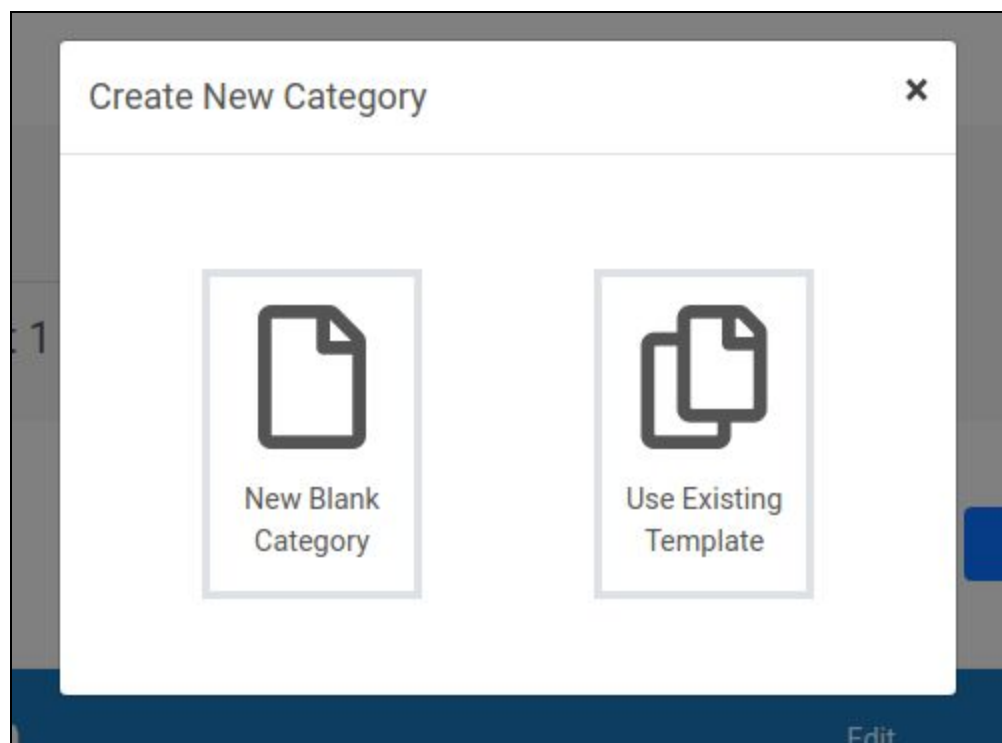
Enter the Category Name, Learning Objective, and the Point Range, then click the Add New Category button.

Click the blue bar to see the category added to the rubric. Next click the Assignments link.

Add Assignment

Click the +Assignment button.
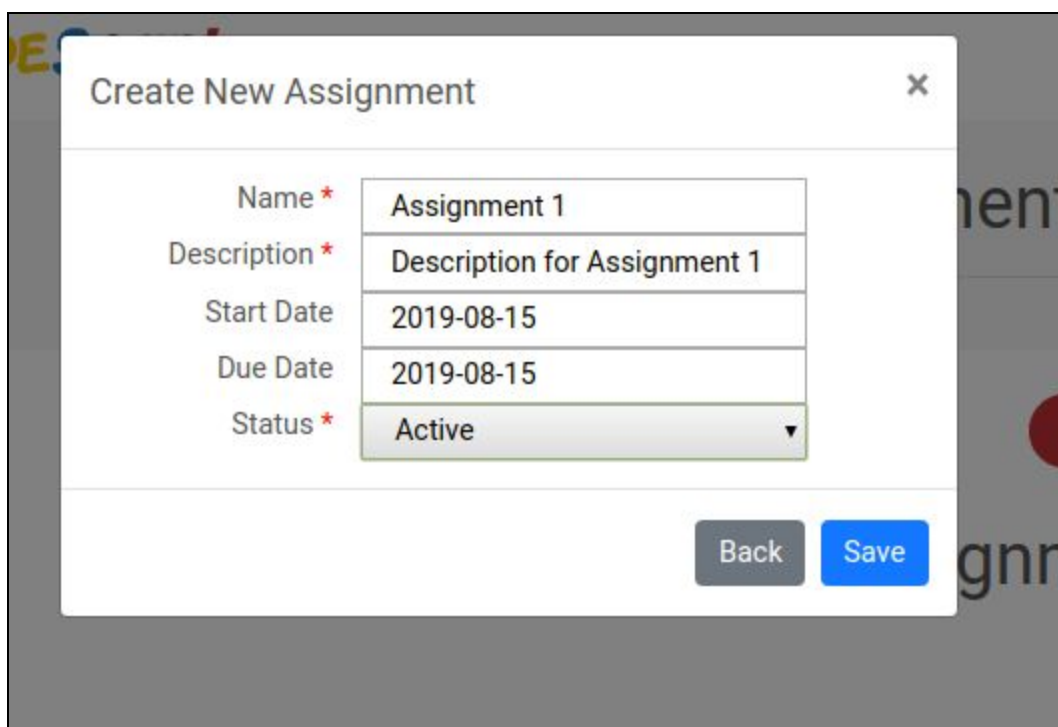
In the Create New Assignment window, add the required information then click the Save button.
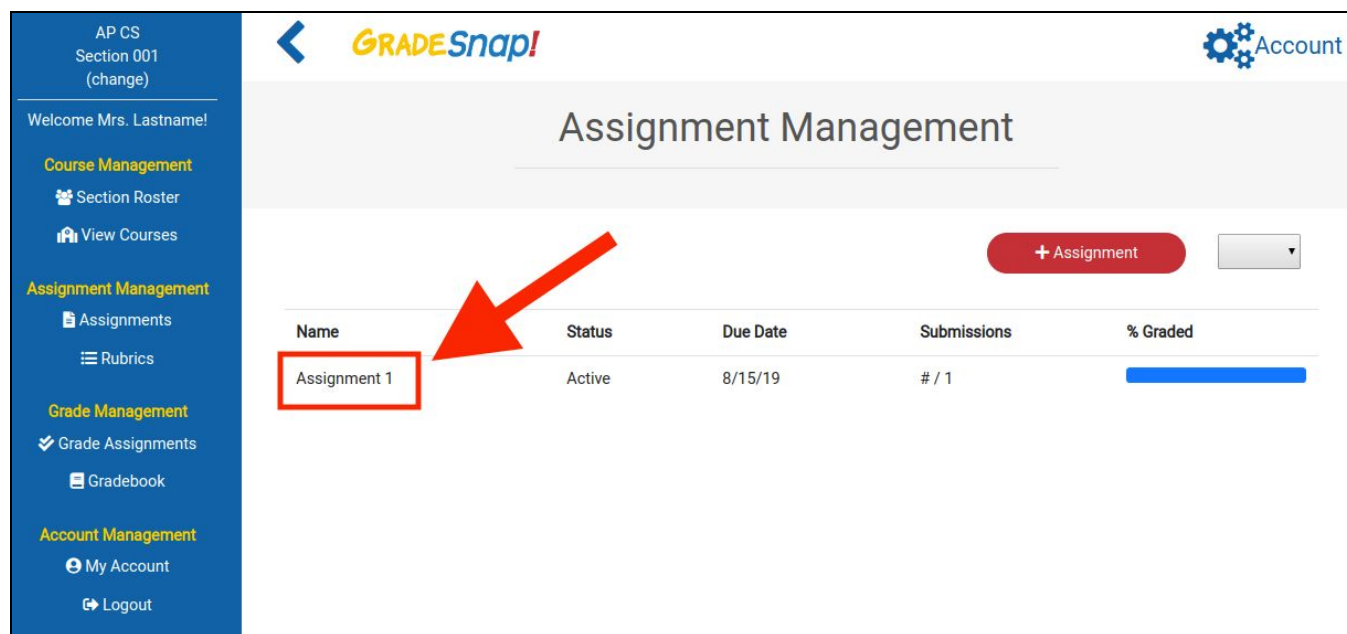
Click the Assignment link to go to the Assignment Page.

On the Assignment Page, click the Add/Edit Rubric button to add a rubric.

In the Add Rubric to Assignment window, select the rubric that was created earlier, then click the Next button.

Grade Assignment

Click the Grade Assignments link to go to the Snap! window.

TODO: The app is not working properly from this point. After fixing the Grading Page, continue with this guide.