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ALA225 001 SU 2020

Gradebook Tools



Canvas Gradebook

Trim the gradebook from Canvas



Third Party Gradebook

Trim the gradebook from a third party to correct format

Users



Add U-M Users

Add U-M users to your available sections



Add Non-UM Users

Enroll non-UM users to your available sections

Sections



Merge Sections

Combine sections taught by yourself or others into the Canvas site for easier management



Add Sections

Add sections through csv files into you own course

Need Help?

Visit

[Canvas Course Manager Feature Page](#)

Contact

[ITS Service Center](#)

Call

734-764-HELP (4357)

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Canvas Course Manager > Convert Canvas Gradebook

Convert Canvas Gradebook

Upload your csv file

BROWSE FILES

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Canvas Course Manager > Convert Canvas Gradebook

Convert Canvas Gradebook

Upload your csv file

Your file needs to include grade letter (A-E)
Change your grading scheme in settings

BROWSE FILES AGAIN

Change your setting of Apply Grading Scheme

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office hours

Settings

- ☐ Restrict students from viewing this course after end date
- ☐ Restrict students from viewing this course before start date

When selected, the course is inaccessible outside course dates. If the course dates are blank, these start and end dates apply to the term dates.

Language:

Not set (user-configurable, defaults to English (US)) ▼

This will override any user/system language preferences. This is only recommended for foreign language courses

File Storage:

12000 megabytes

Large Course:

- ☐ Launch SpeedGrader Filtered by Student Group

Grading Scheme:

- ☒ Enable course grading scheme

[view grading scheme](#)

License:

Private (Copyrighted) ▼ ?

File Copyright:

- ☐ Copyright and license information must be provided for files before they are published.

Visibility:

Course ▼ ?

☐ Customize

- ☐ Include this course in the public course index

Format:

Not Set ▼

Epub Export:

- ☐ Organize epub by content type (default is by module).

Description:

[more options](#)



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Convert Canvas Gradebook

	username	grade
1	liyuxuan	90
2	siwonc12	56
3	abc	89
4	jw2	30
5	edhq	100



Your file is valid!
If this is the right file you want to upload
click confirm

CONFIRM

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Your gradebook has been successfully converted!

UPLOAD AGAIN

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Canvas Course Manager > Convert a Third Party Gradebook

Convert a Third Party Gradebook



Select one section for the students < 1 > »

<input type="radio"/>	ALA 225 Summer 2020 Section 105	252 users
<input type="radio"/>	ALA 225 Summer 2020 Section 106	34 users
<input type="radio"/>	ALA 521 Summer 2020 Section 003	246 users
<input type="radio"/>	Biology 588 Summer 2020 Section 004	56 users

Select

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Select one section for the students < 1 > »

<input type="radio"/>	ALA 225 Summer 2020 Section 105	252 users
<input type="radio"/>	ALA 225 Summer 2020 Section 106	34 users
<input checked="" type="radio"/>	ALA 521 Summer 2020 Section 003	246 users
<input type="radio"/>	Biology 588 Summer 2020 Section 004	56 users

Select

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Upload your csv file

[csv file example](#)

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Upload your csv file

[csv file example](#)

Your file should include
username, assignments and grades

BROWSE FILES AGAIN

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Upload your csv file

[csv file example](#)

	username	section	assignment a	assignment b	x
1	liyuxuan		98	95	
	the username of enrolled user	this should be blank	point of this assignment	point of this assignment	

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[csv file example](#)

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The trimmed file has been downloaded to your computer!

TRIM AGAIN

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