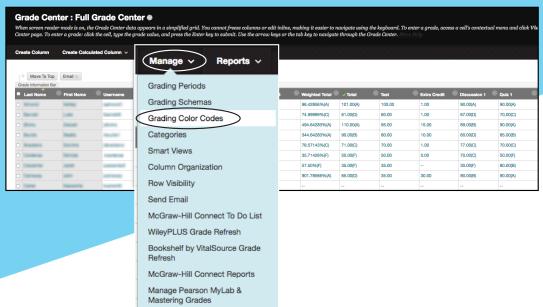


## **ONE** Navigate to the Full Grade Center.

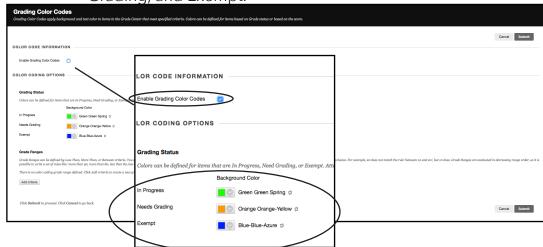
Weighted Total		Test	Extra Credit	Discussion 1	Quiz 1
96.42856%(A)	101.00(A)	100.00	1.00	90.00(A)	90.00(A)
74.99999%(C)	61.00(D)	60.00	1.00	67.00(D)	70.00(C)
494.64283%(A)	110.00(A)	95.00	15.00	89.00(B)	90.00(A)
344.64283%(A)	90.00(B)	80.00	10.00	60.00(D)	85.00(B)
78.57143%(C)	71.00(C)	70.00	1.00	77.00(C)	70.00(C)
35.71428%(F)	50.00(F)	50.00	0.00	70.00(C)	50.00(F)
57.50%(F)	35.00(F)	35.00		30.00(F)	80.00(B)
901.78566%(A)	65.00(D)	35.00	30.00	80.00(B)	90.00(A)

## TWO Click Manage. In the drop-down menu, click on Grading Color Codes.



**THREE** Click the Enable Color Codes. You can set the colors for In Progress, Needs Grading, and Exempt.

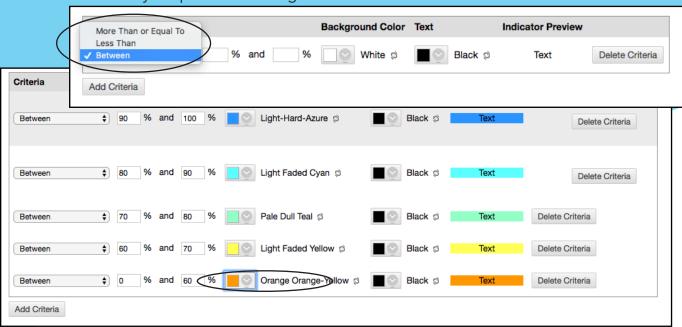
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## **FOUR** Add a Criteria with Add Criteria button.



When adding criteria, Grade Range options appear. You can set criteria based on a specific percentage range, or more than, less than or equal to a percentage. Then you can select your preferred background color for each criteria.



**SIX** When you hit submit, the corresponding color will appear. For Students who have not received grades, the background color will remain white.

	Test	Discussion 1	Quiz 1
101.00(A)	100.00	90.00(A)	90.00(A)
61.00(D)	60.00	67.00(D)	70.00(C)
110.00(A)	95.00	89.00(B)	90.00(A)
90.00(B)	80.00	60.00(D)	85.00(B)
71.00(C)	70.00	77.00(C)	70.00(C)
50.00(F)	50.00		50.00(F)
35.00(F)	35.00	30.00(F)	80.00(B)
65.00(D)	35.00	80.00(B)	90.00(A)

