



Working with Adjusted Grades in D2L

1. In D2L, select the course you intend to edit.
2. Select **Grades** on the Navigation bar.

My Home > PHOT 1123-INTRODU...
BRANDON RACZKOSKI
My Home My Calendar FAQ Help Self Registration My Library Log Out Logged in as raczkos 7/8/2015
PHOT 1123-INTRODUCTION TO PHOTOGRAPHY-SEC 001
Course Home Content Discussions Dropbox Quizzes Groups Classlist **Grades** Surveys Edit Course
News | Calendar |
Welcome to Class | Wednesday, July 8, 2015
Photography1123Introduction
Simon Ringsmuth, Instructor
Upcoming events
There are no events to display. Create an event.
FERPA and Assigning TAs |
Instructors who add TAs to their classes in D2L are responsible for ensuring the TAs complete Family Educational Rights and Privacy Act training. See the FERPA section of the OSU Registrar website for

Select Grades

3. Within Grades, under **Enter Grades** select **Settings**.

Course Home Content Discussions Dropbox Quizzes Classlist Grades Surveys Edit Course
Enter Grades Manage Grades Schemes Setup Wizard Settings Help
Import Export More Actions
View By: User Apply Switch to Spreadsheet View
Search For: Show Search Options
20 per page
Final Grades Self-Introduction Weekly Assignments
First Name, Last Name Final Calculated Grade
NIKESH, PAMU 96 % 100 % 70 % 100 % NIKESH, PAMU 26 / 30, 86.
VIKAS, SHETKAR 94 % 100 % 90 % 100 % VIKAS, SHETKAR 30 / 30, 100.
NIKHIL KUMAR, MADA SAI 94 % 100 % 90 % 100 % NIKHIL KUMAR, MADA SAI 28 / 30, 93.
JERIMY, SHERIN 89 % 100 % 100 % 50 % 100 % JERIMY, SHERIN 25 / 30, 83.
ROHIT, SINGH 87 % 100 % 50 % 100 % 100 % ROHIT, SINGH 25 / 30, 83.

Select Settings



4. Click on **Calculation Options**. Scroll down to the bottom and under Final Grade Released, select **Adjusted Final Grade**. Decide how to calculate ungraded items in your gradebook. Review options to ensure everything is set properly. Click **Save**.

The screenshot shows the 'Calculation Options' page in a D2L course shell. The page has a navigation bar at the top with links for Course Home, Content, Discussions, Dropbox, Quizzes, Classlist, Grades, Surveys, and Edit Course. Below the navigation bar, there are three tabs: 'Personal Display Options', 'Org Unit Display Options', and 'Calculation Options'. An orange arrow points to the 'Calculation Options' tab with the text 'Click Calculation Options tab'. The main content area is divided into three sections: 'Grading System', 'Final Grade Released', and 'Grade Calculations'. In the 'Grading System' section, there are three radio button options: 'Weighted', 'Points', and 'Formula'. The 'Points' option is selected. Below this, there is an 'Example' section showing a breakdown of grades. In the 'Final Grade Released' section, there are two radio button options: 'Calculated Final Grade' and 'Adjusted Final Grade'. The 'Adjusted Final Grade' option is selected, with an orange arrow pointing to it and the text 'Click Adjusted Final Grade'. In the 'Grade Calculations' section, there are two radio button options: 'Drop ungraded items' and 'Treat ungraded items as 0'. The 'Drop ungraded items' option is selected. At the bottom of the page, there is a 'Save' button with an orange arrow pointing to it and the text 'Click Save'.

5. Please refer to the corresponding D2L video titled D2L: Working with Adjusted Grades for examples of how to use calculated grades and manually editing adjusted grades.

You should now be able to set Adjusted Final Grade Options, and how to use calculated grades to generate grades, and manually editing the adjusted grade.

For further support, email facultyd2l@okstate.edu or call (405) 744-1000.