

Grade a Discussion

In the Discussions tool, you can review and evaluate discussion topics, assess individual participants, and submit bulk feedback seamlessly, ensuring consistency in grading and feedback distribution.

Make a discussion topic gradable and link it to a grade item

When you add a discussion topic's score to a grade item in your grade book, your students' scores automatically transfer to the grade book. This enables you to factor the topic score into their final grades for the course.

To make a discussion topic gradable and link it to a grade item

1. You can edit an existing topic or create a new discussion topic:
 - o Navigate to **Discussions**. In the **Actions** menu for a discussion topic, click **Edit Topic**.

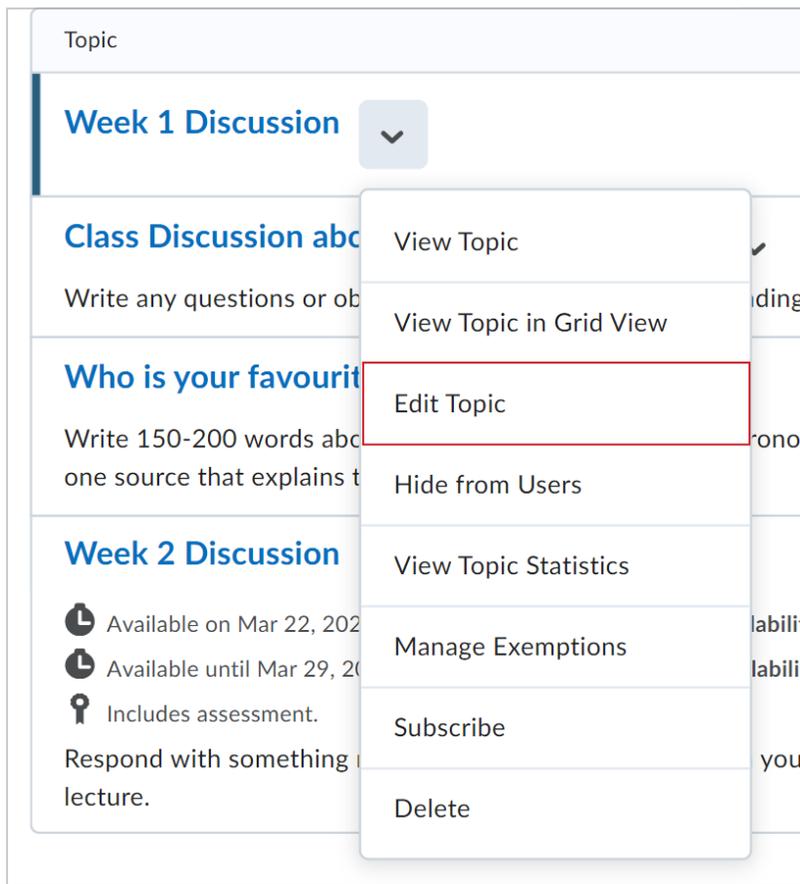
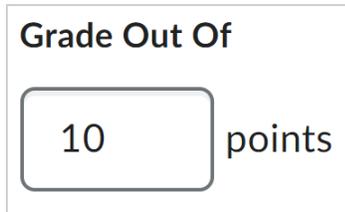


Figure: Click **Edit Topic** in the context menu for an assignment.

2. On the topic creation or edit page, enter a numeric value in **Grade Out Of**.

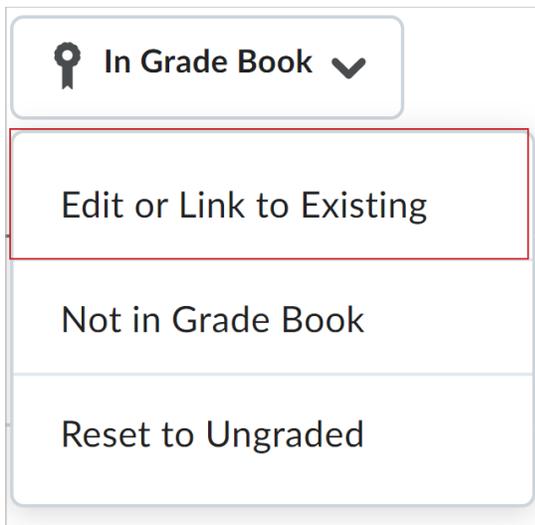


Grade Out Of

10 points

Figure: Enter a value in the **Grade Out Of** field.

3. In the **Grade Out Of** section, click the drop-down menu and click **Edit or Link to Existing**.



In Grade Book ▼

Edit or Link to Existing

Not in Grade Book

Reset to Ungraded

Figure: Click the drop-down menu and then click **Edit or Link to Existing**.

4. In the **Edit or Link to Existing** dialog, select one of the following:
 - Select **Create and link to a new grade item** to create a new grade item associated with your discussion topic. Choose the **Grade Scheme** for your new grade item.
 - Select **Link to an existing grade item** to link your discussion topic to an existing grade item. Select the existing grade item from the drop-down list.
5. Click **OK**.

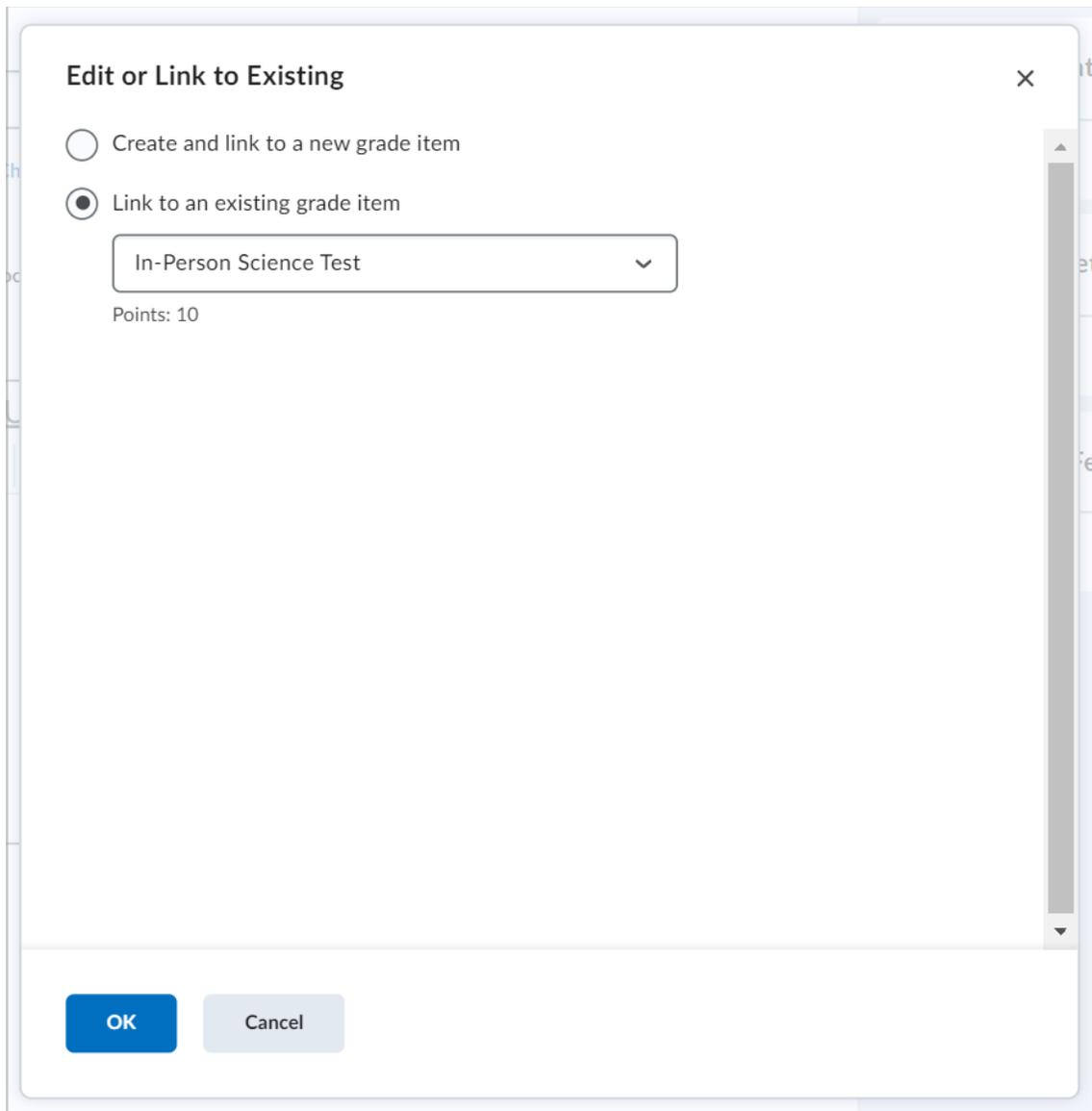


Figure: Create a new grade item link or link to an existing grade item.

6. Toggle the **Visibility** of your discussion topic to be **Visible** or **Hidden**.
7. Click **Save and Close**.

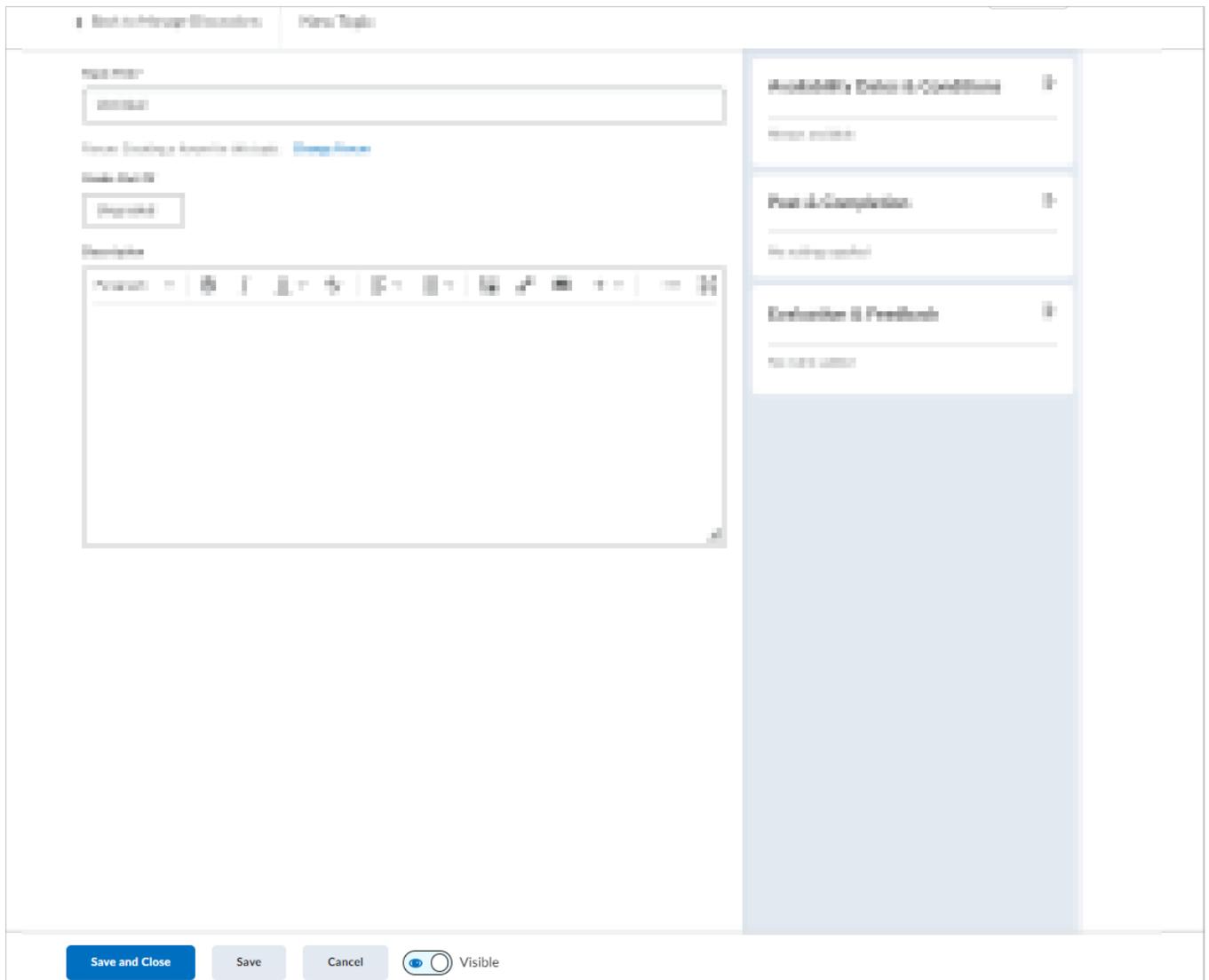


Figure: Make your topic **Visible** or **Hidden** and then click **Save and Close**.

Your discussion topic is now linked to a grade item.

To evaluate a topic and provide individual feedback

1. On your course homepage, navigate to Discussions.
2. On the **Discussions List** tab, click the drop-down menu next to a topic name and select **Assess Topic**.
3. A new page loads that lists students who have posted a thread to the chosen topic. Click **Topic Score** under a student's name.

Assess Topic - Is the solar system accurately represented in film and literature?

[Publish All Feedback](#) [Retract All Feedback](#) [Manage Columns](#) [Manage Exemptions](#)

[Users](#) [Assessments](#)

View By: [Apply](#)

[Show Search Options](#)

1 Search Result [Clear Search](#)

View Options

[Publish](#) [Retract Feedback](#)

<input type="checkbox"/>	Learner	Score	Status
<input type="checkbox"/>	Wil Fischer		
<input type="checkbox"/>	Topic Score	0 / 10 (0%)	Not yet evaluated

[Topic Score - Wil Fischer](#)

20 per page

4. Once the thread has loaded in a new page, enter the following:

- In the **Overall Grade** field, add the student's grade.
- In the **Overall Feedback** field, add your comments or feedback.
- Use the **Attachments** section to add text and audio-video files.

Note: Students can review feedback files in the discussion or in the Grades tool.

5. Do one of the following:

- Click **Publish** for the student to be notified of their activity grade.
- Click **Save as Draft** to publish the grade and feedback later.

Note: You cannot publish or save your draft if the **Overall Feedback** field exceeds 300,000 characters. If the **Overall Feedback** field exceeds the character limit or if the **Grade** field contains an invalid grade, a dialog pops up and the tooltip "There is one or more errors in the information entered appears" when you try to save or publish.

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The screenshot shows a classroom discussion interface. At the top, there is a navigation bar with a back arrow and the text "Back to Assess Topic", followed by the topic name "Week 2: Marine Mammals" and "Classroom Discussions". Below this is a user profile for "Learner Wang". The main content area shows a post titled "Orca" dated "Mar 13, 2024 11:17 AM". The post text reads: "The orca, or killer whale, is a toothed whale that is the largest member of the oceanic dolphin family. It is the only extant species in the genus Orcinus. Orcas are recognizable by their black-and-white patterned body. Orcas are apex predators with a diverse diet. Individual populations often specialize in particular types of prey. This includes a variety of fish, sharks, rays, and marine mammals such as seals and other dolphins and whales." To the right of the post, there is a sidebar with an "Overall Grade" field set to "9 / 10", an "Overall Feedback" field containing the text "Fantastic work! To get a perfect score, include habitat.", and an "Attachments" section with a link to "Week 2 Marine Mammals Assessment".

Note: When evaluating Discussion from the **Evaluation** page, you can click and drag the boundary between the **Post** pane and the **Overall Feedback** pane to change the size of each. If you reduce the size of the **Overall Feedback** pane past a break point, the icons change in appearance. The **File Upload**, **Attach Link to Existing Activity**, **Attach Weblink**, **Attach from One Drive**, **Record Audio**, and **Record Video** icons change to only show **Attach**, **Record Audio**, and **Record Video** icons as part of the adaptive experience. You can click **Attach** in this case to access the same options.