

## Interact2: Verifying that Grade Centre contains the assessment items defined in the Subject Outline

### Subject Outline and Interact2 Subject site comparison

Once assessments have been created in the Subject Outline and the outline published, these items will be provisioned into the Interact2 subject site, where they should appear in Grade Centre.

(See “Interact2 - Subject Outlines, assessment items”)

Item #	Title of assessment	Type of assessment	Value
1	Test 1	Assignment	25%
2	EASTS Assessment	Assignment	25%
3	Test 2	Assignment	25%
4	Final Exam	Exam	25%
		3 Assignment/s, 1 Exam/s	Total Value: 100 %

Figure 1: Assessments in the Subject Outline

Student ID	Availability	Test 1	EASTS Asses	Test 2	Final Exam	Cumulative I	Calculate	Administrati
	Available	--	--	--	--	--	--	--
	Available	--	--	--	--	--	--	--

Figure 2: Assessment columns in Grade Centre

# Interact2 Help and Support

Columns corresponding to each assessment are loaded into Grade Centre from the Subject Outline. This process will also create the following three columns:

Name	Grading Schema	Use
<b>Cumulative Mark</b>	Score	The cumulative mark for a student comprising all gradable assessment items from the Subject Outline.  **Not created for satisfactory/unsatisfactory grading subjects.
<b>Calculated Grade</b>	Letter (or Satisfactory)	The calculated grade for a student comprising all gradable assessment items from the Subject Outline.  The grading schema is set to "Letter" for normal grading mode subjects (HD/DI/CR/PS/FL) and "Satisfactory" for satisfactory/unsatisfactory grading mode subjects.  <b>This is the column that is used for final grade determination.</b>
<b>Administrative Override</b>	Override Grade	The Administrative Override grade is used to associate administrative grades (AE/SX/FW/etc.) for a student IF the column is populated.  For example, if an administrative grade is entered against a student in this column, at grade transfer, this grade will be sent to Banner <b>instead</b> of the existing grade in the Calculated Grade column.

**These three columns must NOT be deleted from Grade Centre.  
They exist to facilitate the grade transfer process at the conclusion of a session.**

## *Verifying Correct Grading Schemas*

Depending on the grade mode for the subject offering, the grading schema within Interact2 will be one of the following:

# Interact2 Help and Support

Grading Mode	Grading Schema in Interact2	Usage
<b>Normal (HD/DI/CR/PS/FL)</b>	Letter	For normal grade mode subjects, this grading schema will be selected for the Calculated Grade column.
<b>Satisfactory/Unsatisfactory (SY/US)</b>	Satisfactory	For Satisfactory/Unsatisfactory grade mode subjects, this grading schema will be selected for the Calculated Grade column.  This grading schema will also be selected for each assessment selected as "Satisfactory/Unsatisfactory" in the marking scheme within the Subject Outline.

## Other available schemas

Schema	Related Columns	Usage
<b>Score</b>	Each assessment item (for normal grade modes)  <b>Default setting</b>	Produces the raw score for each assessment mark.
<b>Text</b>	N/A – Can be set manually	Allows the Subject Coordinator to enter text in the column as opposed to a mark. Useful for creating comments.
<b>Percentage</b>	N/A – Can be set manually	Produces a percentage as opposed to the raw mark
<b>Complete/Incomplete</b>	N/A – Can be set manually	Used generally for surveys. Determines whether the student has completed the assessment or not.

For each column, the grade schema may be viewed through **Edit Column Information** and scrolling down to **Primary Display**.

Primary Display	<input type="text" value="Score"/>	<small>Grades must be entered using the selected format. Grades display in this format in both the Grade Centre and My Grades.</small>
Secondary Display	<input type="text" value="None"/>	<small>This display option is shown in the Grade Centre only.</small>

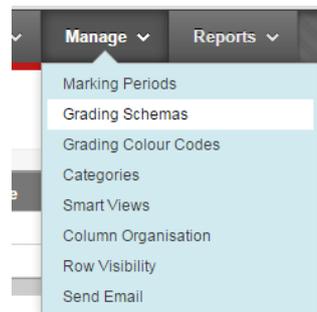
The available grading schemas can also be viewed and edited from within Grade Centre by selecting:

**Manage > Grading Schemas.**

# Interact2 Help and Support

For satisfactory based grade modes, the **Satisfactory** grade schema will be available but the **Letter** grade schema may not be visible.

For normal based grade modes, the **Letter** grade schema will be available but the **Satisfactory** grade schema may not be visible.



The grade schemas **are not to be altered**. Altering a grade schema will impact on grade determination. For informational purposes, the grade schema may be viewed through the Edit button (highlight the grading schema and select **Edit** from the (v) arrow).

Please note that due to inbuilt Blackboard behaviour, each grading schema is linked back to a percentage based grade independent of the type of grading schema chosen as shown in Figure 3.

### Edit Grading Schema

Grading schemas map percentage scores to letter grades or some other notation for reporting performance. [More Help](#)

\* Indicates a required field.

#### SCHEMA INFORMATION

\* Name

Description

#### SCHEMA MAPPING

Grade Centre columns that are automatically marked, such as Tests, will be converted to this display option according to the grade mapping provided below. Percentage of points possible must be provided.

Grades Scored Between	Will Equal	Grades Manually Entered as	Will Calculate as	
<input type="text" value="85"/> % and <input type="text" value="100"/> %	<input type="text" value="HD"/>	HD	<input type="text" value="85"/> %	
<input type="text" value="75"/> % and Less Than <input type="text" value="85"/> %	<input type="text" value="DI"/>	DI	<input type="text" value="75"/> %	Delete Row
<input type="text" value="65"/> % and Less Than <input type="text" value="75"/> %	<input type="text" value="CR"/>	CR	<input type="text" value="65"/> %	Delete Row
<input type="text" value="50"/> % and Less Than <input type="text" value="65"/> %	<input type="text" value="PS"/>	PS	<input type="text" value="50"/> %	Delete Row
<input type="text" value="0"/> % and Less Than <input type="text" value="50"/> %	<input type="text" value="FL"/>	FL	<input type="text" value="0"/> %	Delete Row

Click **Submit** to proceed. Click **Cancel** to go back.

Figure 3: Grading schemas

# Interact2 Help and Support

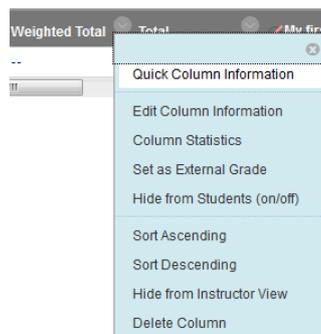
## Verifying Successful Assessment Item Population

As explained above, publishing the Subject Outline will:

- Create a column in Grade Centre for every assessment item added in the Subject Outline;
- Create three additional columns related to calculating and determining the final mark/grade:
  - Cumulative Mark
  - Calculated Grade
  - Administrative Override.

Once the Subject Outline is published and the assessment items are added to Grade Centre, you will need to verify that the process has completed successfully. In order to achieve this, you should:

1. Verify each assessment has created a new column in Grade Centre and has created the required item template if required (see *“Interact2 - Subject Outlines, assessment items”*).
2. Verify the column information is correct for each assessment item (Name/Value/Due Date) by clicking on the (v) arrow to the right of the column and selecting **Quick Column Information**.



3. Verify that the grading schema is correct for each type of assessment (**Primary Display in Quick Column Information**):
  - a. “Value” marking scheme in Subject Outline = “Score”
  - b. Satisfactory/Unsatisfactory marking scheme in Subject Outline = “Satisfactory”.
4. Verify that the **Cumulative Mark** (if normal grading mode HD/DI/CR/PS/FL), **Calculated Grade** and **Administrative Override** columns exist and that there is only one instance of each column.

# Interact2 Help and Support

5. Verify that the grading schemas are correct for the **Calculated Grade** and **Administrative Override** columns:
  - a. Calculated Grade = “Letter” for normal grade modes (HD/DI/CR/PS/FL) and “Satisfactory” for Satisfactory/Unsatisfactory grade modes
  - b. Administrative Override = “Override Grade”.
  
6. Verify that the total value (Points Possible) in the **Cumulative Mark** and **Calculated Grade** columns correctly adds up to the total value of all the assessment items provisioned from the Subject Outline.
  - a. Click on the (v) arrow to the right of the column and selecting **Quick Column Information**
  - b. Verify **Points Possible** is correct for **Cumulative Mark** and **Calculated Grade** columns.
  
7. Verify that the selected columns are correct in the **Cumulative Mark** and **Calculated Grade** columns (i.e. include the assessment item columns provisioned from the Subject Outline).
  - a. Click on the (v) arrow to the right of the column and selecting **Edit Column Information**.
  - b. Scroll down to the **Select Columns** section
  - c. Verify that each assessment item provisioned from the Subject Outline exists in the right hand box labelled **Selected Columns**.

**Note:** Each manually created assessment item from within the Interact2 subject site (i.e. created manually by the Subject Coordinator and not through the Subject Outline) will create a column in Grade Centre. These items should be set to “No” in “Include this Column in Grade Centre Calculations” which in turn will ensure this column is not included as a selected column in the **Cumulative Mark** and **Calculated Grade** columns.

If this column is included in the **Selected Columns**, highlight it in the **Selected Columns** box and click the (X) to remove. **This step is very important to ensure correct grade determination.**