### **Interact2 Help and Support**

# Interact2: Removing Duplicate Entries in Grade Centre

#### **Overview**

**Likely scenario:** Tests were created in an organisation site and then copied to the subject site, which may also contain blank tests generated from the Subject Outline. Note that this situation should only arise if assessment items were added after publication of the Subject Outline. If added before Subject Outline publication, an error would be generated if there were assessment items already in Grade Centre. In that case the Subject Outline won't be published.

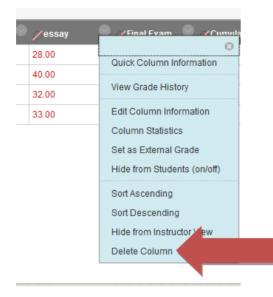
- 1. Remove any assessment item columns from Grade Centre that don't have name, due date and weighting as specified in Subject Outline.
- 2. Remove any non-required assessments from any Interact2 content area. This will remove the item as well as the column in Grade Centre.
- 3. Remove any remaining duplicate columns from Grade Centre.
- 4. Add relevant assessments to the calculated grade/cumulative mark columns.
- 5. If there are duplicate calculated grade and cumulative total columns, remove the duplicate column with the later date (manage > column organisation).



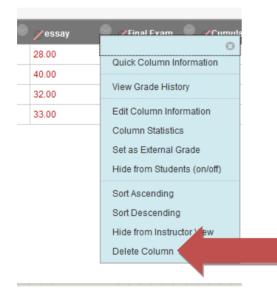
## **Interact2 Help and Support**

#### Details

1. Remove any assessment item columns from Grade Centre that don't have name, due date and weighting as specified in Subject Outline.



2. Remove any assessment item columns from Grade Centre that don't have name, due date and weighting as specified in Subject Outline.



 Remove any remaining duplicate columns from Grade Centre. (as step 1)

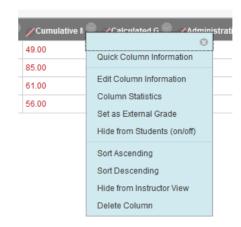


### **Interact2 Help and Support**

4. Add relevant assessments to the calculated grade/cumulative mark columns.

#### **Edit Column Information**

s



Select Columns to be included in Calculated Grade and Cumulative Mark columns.

Frade Columns in Grad	ing Period. To include specific		Grading Period exists, limit the columns incl r categories in the total, choose <b>Selected</b> C	
le in Total 🤅	All Grade Columns Selected Columns and Categor	ries		
Columns to Select:		:	Selected Columns:	
Weighted Total Total	*		Column: essay	0
Weighted Total Total Calculated Grade Administrative Override Test 1	-	>	Column: Final Exam	0
Column Information:				
Categories to Select: Assignment	*			
Survey Test Discussion Blog		>		
Journal Self and Peer	-			

5. If there are duplicate calculated grade and cumulative total columns, remove the duplicate column with the later date (Go to Manage > Column Organisation to view **Date Created**.)

