Grade Center- Creating Grading Schemas

A Grading Schema is a mapping of percentage ranges to a specific grade display. When a Grading Schema is employed, depending on the grade display option, the Grade Center will translate the percentage score and display the corresponding value based on the schema. For example, if a column is configured to use the Letter Grade option, a numeric value (such as 95%) will be translated into a letter grade (such as A) in accordance to the pre-configured grading schema.

The Grade Center includes a default letter grading schema; however there is no limit to the number of additional grading schemas an instructor can create. Once a new schema has been created, it is available as a Primary or Secondary Display option when creating a Grade Column or Calculated Column. For more information on creating a Grade Column or Calculated Column, see the tutorials on Adding Grade Columns to the Grade Center or Calculating Grades.

Adding a New Schema

1. In the Grade Center, hover over Manage and click on Grading Schemas.

2. Click Create Grading Schema.

3. On the Create Grading Schema screen, provide a Name for the schema as well as a Description (optional). The name will appear in the drop-down menu for Primary/Secondary Display when adding an item to the Grade Center.
4. Under **Schema Mapping**, create the percentage/letter grade combinations that are desired.

4.1. Enter percentage values in the **Grades Scored Between** box as well as a letter grade value in the **Will Equal** box.

<table>
<thead>
<tr>
<th>Grades Scored Between</th>
<th>Will Equal</th>
<th>Grades Manually Entered as</th>
<th>Will Calculate as</th>
</tr>
</thead>
<tbody>
<tr>
<td>93.5 % and 100</td>
<td>A</td>
<td>A</td>
<td>100</td>
</tr>
<tr>
<td>89.5 % and Less Than 93.5</td>
<td>A-</td>
<td>A-</td>
<td>93.5</td>
</tr>
<tr>
<td>86.5 % and Less Than 89.5</td>
<td>B+</td>
<td>B+</td>
<td>89.5</td>
</tr>
</tbody>
</table>

4.2. Add a percentage value in the **Will Calculate as** field.

4.3. Click on the **Arrow** button to insert a new row if needed

4.4. Click **Delete Row** to remove a row.

5. Click **Submit** to save the newly created grading schema.

**Modifying an Existing Schema**

1. If the **Grading Schemas** screen is not visible, it can be accessed through the Grade Center by hovering over the **Manage** menu and clicking on **Grading Schemas**.

2. Find the schema in question and click on the **Action Link**. Then, click on **Edit**.

3. Edit the schema as needed.

4. Click **Submit**.

**Deleting a Schema**

1. If the **Grading Schemas** screen is not visible, it can be accessed through the Grade Center by hovering over the **Manage** menu and clicking on **Grading Schemas**.

2. Find the schema in question and check the box to the left of the schema name.

3. Click **Delete** and then click **OK**.

**NOTE:** The default letter schema cannot be deleted, only modified.