



# Black Hills State University Instructional Design



## Grades - Display Midterm Grade

- Click 'Grades' from the dropdown menu of 'Assessments' to go to the 'Enter Grades' page
- Click 'Manage Grades' > 'New ' > 'Item' to go to the 'New Item' page
- On the New Item page, Click 'Calculated'
  - Enter the name 'Midterm'
  - Scroll down to the 'Grade Scheme' > Select 'Standard 90, 80, 70 , 60'

**Grade Scheme**

Standard 90, 80, 70, 60 ▼

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- Scroll down to 'Calculation' > Select the grade items to be included for the Midterm Grade.
- Scroll down to 'Display Options' > Select necessary options for Student View and Managing View
- Click 'Save and Close' to go to the Manage Grades area
  - Find the grade item 'Midterm' at the bottom of the list
  - You can reorder using the 'More Actions' drop down menu to display the midterm grade item on the top of the page so students can view it as soon as they enter the Grades area
- Click Enter Grades tab to find the Midterm Grade displayed.

Midterm Grade ▼
10 / 20, F
15 / 20, C
20 / 20, A
10 / 20, F
20 / 20, A