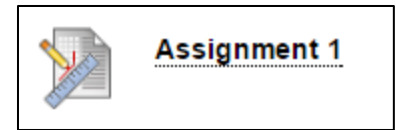


# Grading a Dynamic Assignment



## Blackboard Learn

A dynamic assignment is a file submission link that connects to your course's Grade Center. When a student has submitted an assignment for grading in the course, follow these steps to view and grade the assignment.



1. In the course's **CONTROL PANEL**, click **GRADE CENTER** and select **NEEDS GRADING** from the menu.

2. On the Needs Grading page, click the **FILTER** button. Use the filter tools to select the assignment that you want to grade. Then, Click **GO**.

CATEGORY	ITEM NAME	USER ATTEMPT	DATE SUBMITTED	DUE DATE
Assignment	Assignment 1	Collin Colon	May 6, 2020 11:13:58 AM	
Assignment	Assignment 1	Brett Brackett	May 6, 2020 11:37:04 AM	

3. A list of available assignments that are ready to grade will appear. Click the **GRADE ALL** button to proceed.

4. You will be taken to the **GRADE ASSIGNMENT** page for the first student. If the student submitted a file that is supported by the preview tool<sup>1</sup>, you may see a "Conversion in Progress" message on the screen. When the document preview loads, you may review and annotate the document using the on-screen tools. Assign a grade in the **ATTEMPT** window and leave summary feedback in the **FEEDBACK TO LEARNER** box.

**Annotation tools for adding comments to the previewed document**

**Add grade and overall feedback here**

**REVISION**  
05/06/2020, 11:49 AM

Colin Colon  
Example Course 101  
May 5th, 2020  
Assignment #1

Settings in stories make up the world that characters live in. It sets the tone and mood for readers to feel as they read. Two short stories that have similar plots, but are from different genres are "The Fall of the House of Usher" and "House Taken Over." "The Fall of the House of Usher" by Edgar Allan Poe seeks to evoke a gothic mood, while "House Taken Over" by Julio Cortazar focuses on a lighter, realistic view of everyday life. Gothic Literature is a literary device that originated in England in the late 18th century. This style of writing invokes fear and dread in the reader. Stories of Gothic

**GRADE**  
LAST GRADED ATTEMPT  
- /100

**ATTEMPT**  
5/6/20 11:13 AM  
**90** /100

Feedback to Learner  
For the toolbar, press ALT+F10 (PC) or ALT+FN+F10 (Mac).

Good job overall. Please remember to proofread your document for spelling, grammar, and formatting issues. See the annotations for feedback to improve your written communication.

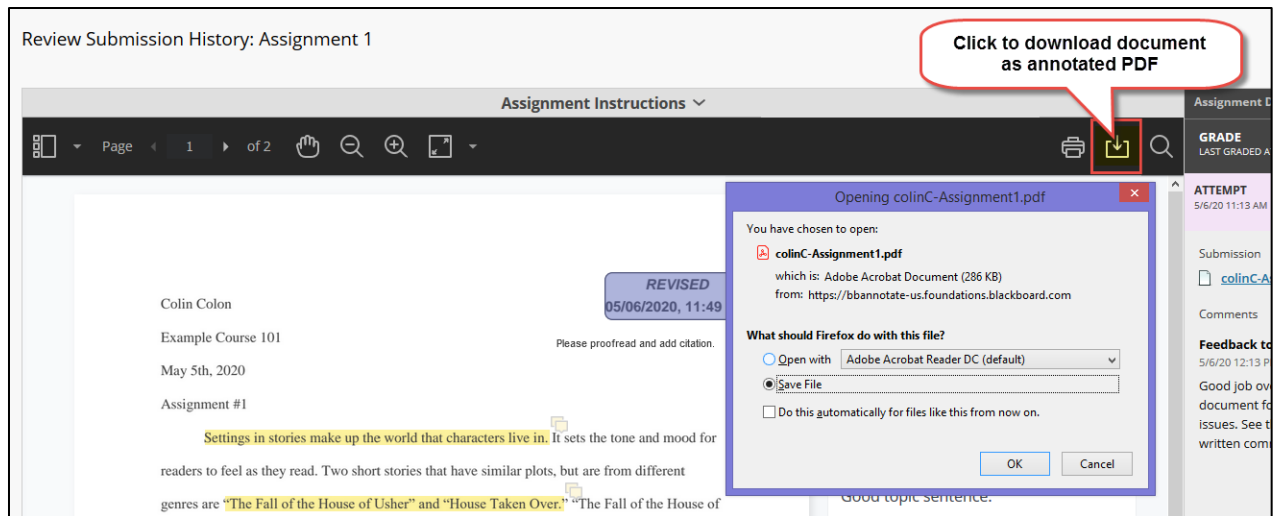
Admin Megan Hamilton  
May 6, 11:47 AM  
Good topic sentence.

Admin Megan Hamilton  
May 6, 11:48 AM  
You don't need quote here.

Submission  
colinC-Assignment1.docx

<sup>1</sup> As of May 2020, Blackboard discontinued Box View; document previews and annotations are now available through a built-in tool called Bb Annotate. [See this guide](#) and [video demonstration](#) to learn about Bb Annotate.

- a. If you had attached an [interactive grading rubric](#) to the assignment, you will see additional tools for grading with the rubric.
- b. If you have added comments to the previewed document using Bb Annotate tools, you and your students can download annotations as a PDF. The annotated PDF can be opened in Adobe Reader.



5. When you are done grading the student, the grade and feedback, click the **SUBMIT** button to post the grade to the Grade Center. The grading panel will collapse and a confirmation banner will indicate that the grade has been submitted.
6. If you have more assignments to grade, you will automatically advance to the next student to grade in the Needs Grading list. If there are no more assignments to grade, you will be taken back to the Needs Grading page.

