

# CREATING GRADED THREADS



## Blackboard Learn

Instructors can make replying to a discussion forum thread gradable using these instructions. Before you begin, you must have [Edit Mode](#) turned on in the course and have created a [Discussion Board tool link](#) in your course menu.

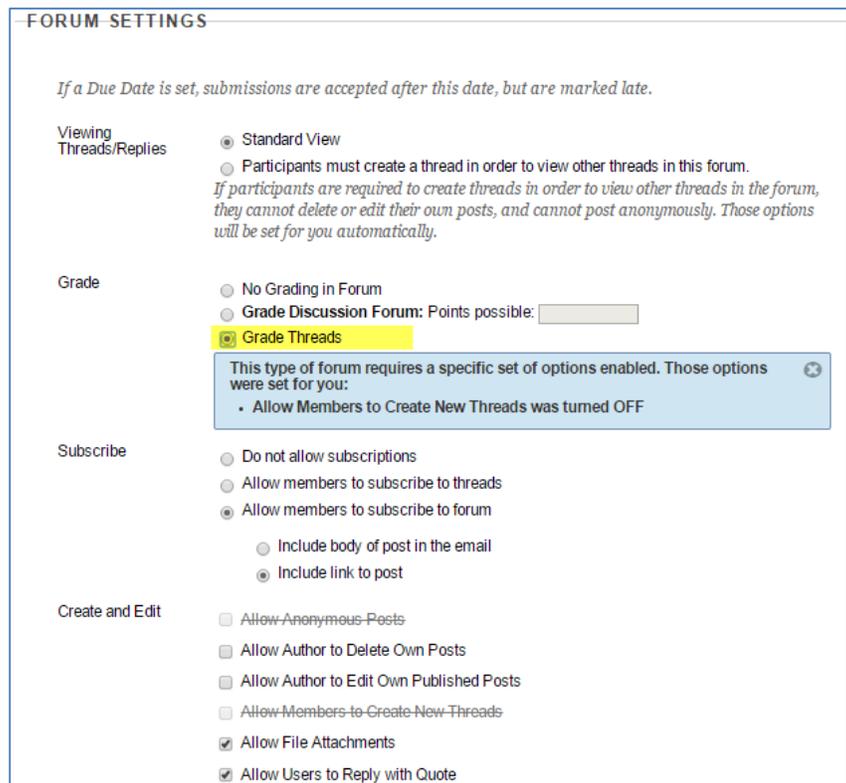
### CREATING A GRADED THREAD FORUM

1. In your course, click on your Discussion Board tool link button. On the Discussion Board page, click the **CREATE FORUM** button.



2. On the CREATE FORUM page, give the forum a **NAME**, **DESCRIPTION**, and choose your **AVAILABILITY** settings.

Then, scroll down to the **FORUM SETTINGS** area and select **GRADE THREADS**.<sup>1</sup>

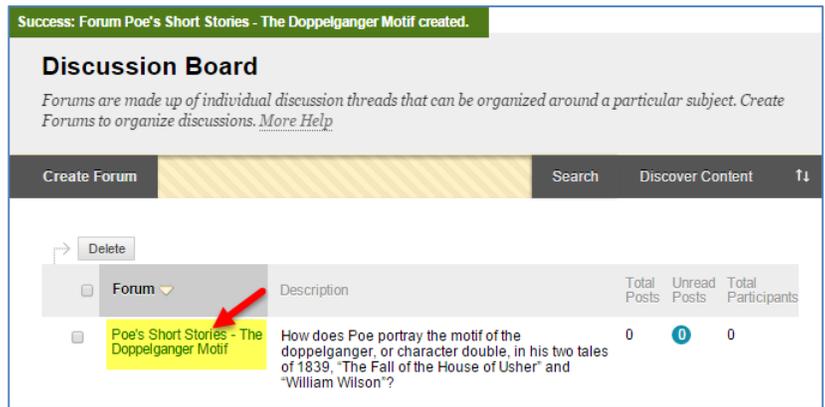


3. When you are done, click the **SUBMIT** button.

<sup>1</sup> Please note that selecting GRADE THREADS issues a prompt that states that this type of forum will restrict students from creating new threads in the forum. The options for anonymous posts and allowing students to create new threads will automatically become unavailable for selection. You will have to create an initial thread in the forum to which students will respond.

- You will be taken back to the discussion board main page and see a confirmation message that your new forum has been created.

ENTER the **FORUM** by clicking on its name.

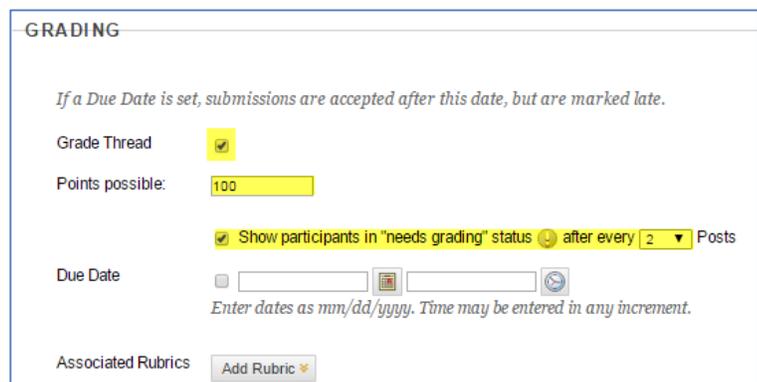


- On the **FORUM** page, click the **CREATE THREAD** button.



- On the Create Thread page, give the thread a **SUBJECT** and type your initial instructions or an example in the **MESSAGE** field.

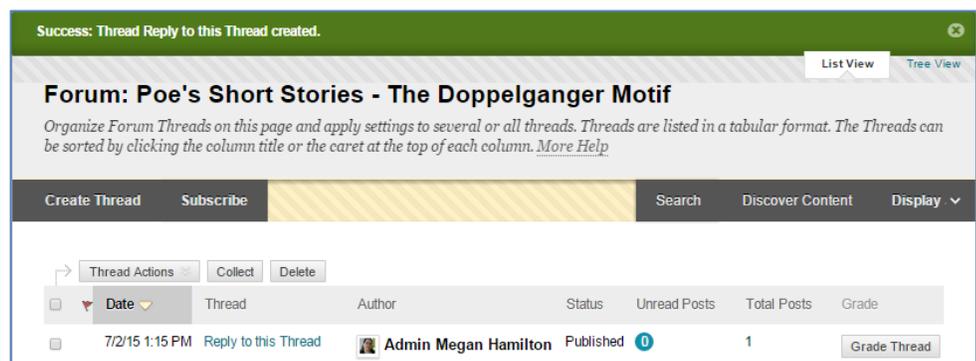
- Scroll down to the **GRADING** section. Check the **GRADE THREAD** checkbox and type the number into the **POINTS POSSIBLE** field.



- Set **SHOW PARTICIPANTS IN NEED GRADING STATUS** to the desired minimum number of replies students must create.
- If you have made an [interactive Blackboard Grading Rubric](#), you may attach it using the **ADD RUBRIC** button.

- When you are done, click **SUBMIT**.

The graded thread will be added to the forum and a confirmation message will appear on the screen.



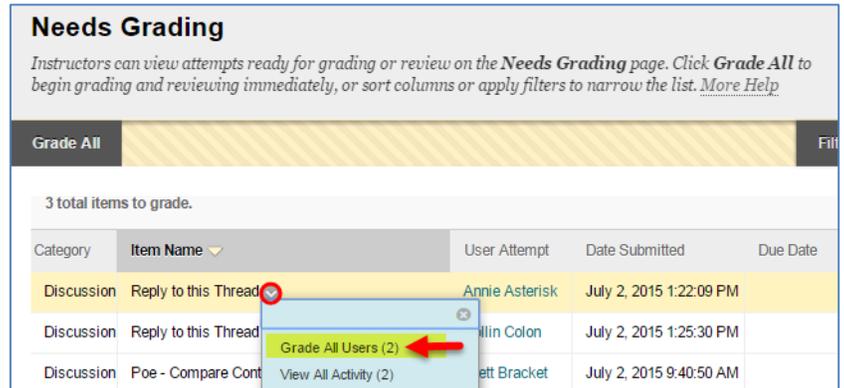
## HOW TO GRADE A GRADED THREAD

Once students have participated in the discussion board forum, you can assign grades either through the Needs Grading Smart View or through the tools on the Discussion Forum page.

### Using Needs Grading Smart View

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

2. On the Needs Grading page, roll your mouse over an item to grade and click the context menu that appears. Select **GRADE ALL USERS**.



**Needs Grading**  
Instructors can view attempts ready for grading or review on the *Needs Grading* page. Click **Grade All** to begin grading and reviewing immediately, or sort columns or apply filters to narrow the list. [More Help](#)

Grade All Filter

3 total items to grade.

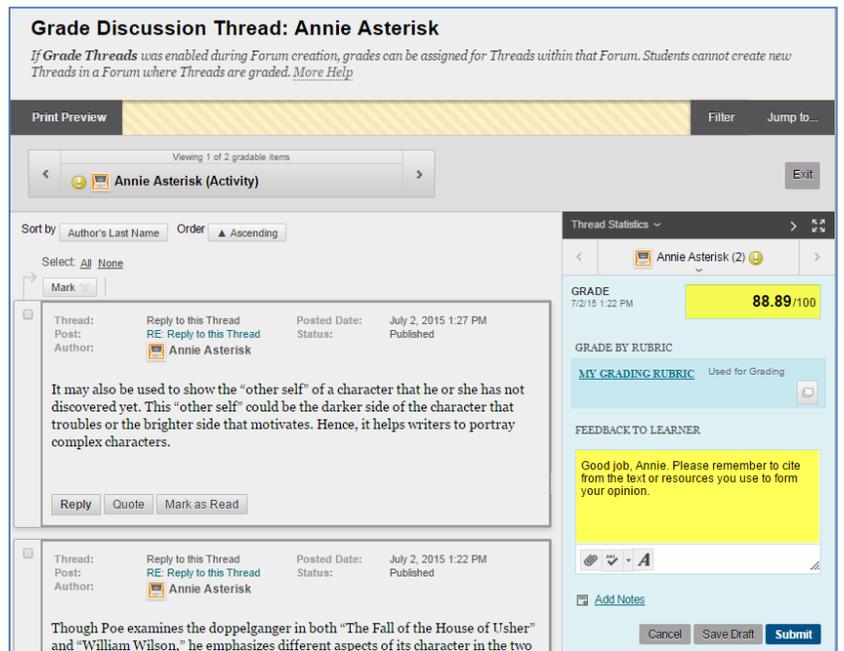
Category	Item Name	User Attempt	Date Submitted	Due Date
Discussion	Reply to this Thread	Annie Asterisk	July 2, 2015 1:22:09 PM	
Discussion	Reply to this Thread	illin Colon	July 2, 2015 1:25:30 PM	
Discussion	Poe - Compare Cont	ett Bracket	July 2, 2015 9:40:50 AM	

Context menu options: Grade All Users (2) (highlighted with red arrow), View All Activity (2)

3. The **GRADE DISCUSSION FORUM** page for the student will appear and list all the threads and replies the student contributed to the forum.

Review the student's work and use the inline grading form to assign a grade and feedback.

Then, click the **SUBMIT** button to post the grade to the Grade Center and proceed to the next student to grade.



**Grade Discussion Thread: Annie Asterisk**  
If *Grade Threads* was enabled during Forum creation, grades can be assigned for Threads within that Forum. Students cannot create new Threads in a Forum where Threads are graded. [More Help](#)

Print Preview Filter Jump to...

Viewing 1 of 2 gradable items

Annie Asterisk (Activity) Exit

Sort by: Author's Last Name Order: Ascending

Select: All None

Mark

Thread: Reply to this Thread Posted Date: July 2, 2015 1:27 PM  
Post: RE: Reply to this Thread Status: Published  
Author: Annie Asterisk

It may also be used to show the "other self" of a character that he or she has not discovered yet. This "other self" could be the darker side of the character that troubles or the brighter side that motivates. Hence, it helps writers to portray complex characters.

Reply Quote Mark as Read

Thread: Reply to this Thread Posted Date: July 2, 2015 1:22 PM  
Post: RE: Reply to this Thread Status: Published  
Author: Annie Asterisk

Though Poe examines the doppelganger in both "The Fall of the House of Usher" and "William Wilson," he emphasizes different aspects of its character in the two

Thread Statistics: Annie Asterisk (2)

GRADE 7/2/15 1:22 PM **88.89/100**

GRADE BY RUBRIC [MY GRADING RUBRIC](#) Used for Grading

FEEDBACK TO LEARNER

Good job, Annie. Please remember to cite from the text or resources you use to form your opinion.

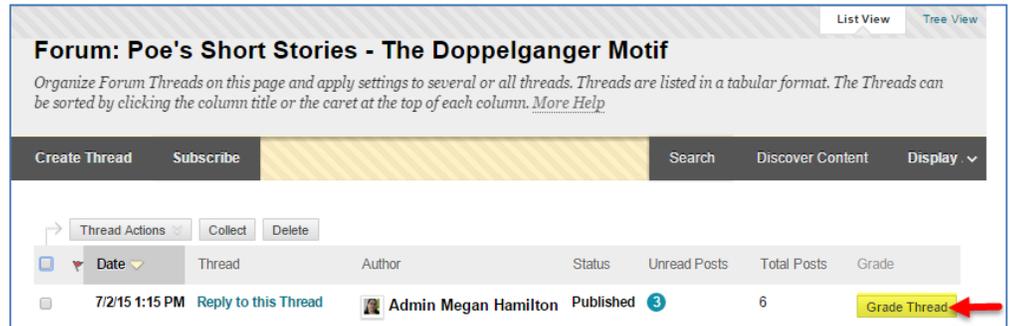
Add Notes

Cancel Save Draft **Submit**

## Using the Discussion Forum Grading Tool

You may review all student participation in a forum regardless of Needs Grading status and assign grades through this process.

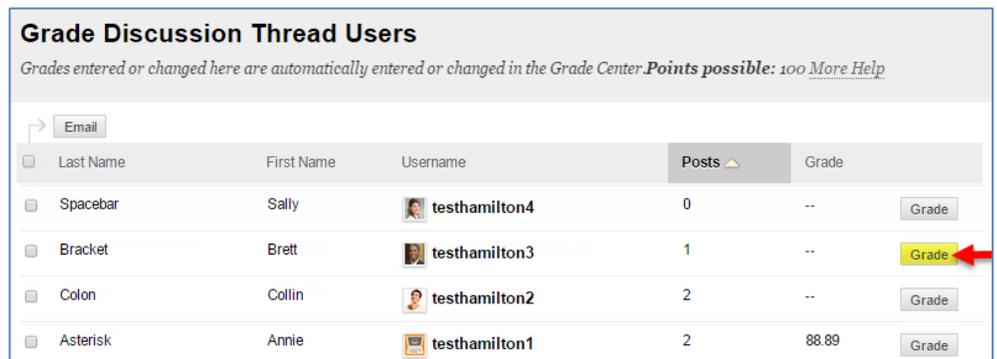
1. Navigate to your graded discussion board forum. On the FORUM page, click the **GRADE THREAD** button.



Date	Thread	Author	Status	Unread Posts	Total Posts	Grade
7/2/15 1:15 PM	<a href="#">Reply to this Thread</a>	Admin Megan Hamilton	Published	3	6	<a href="#">Grade Thread</a>

2. You will be taken to the **GRADE DISCUSSION FORUM USERS** page, which will summarize how many posts students have contributed.

Click a student's **GRADE** button to review his or her contributions and assign a grade.

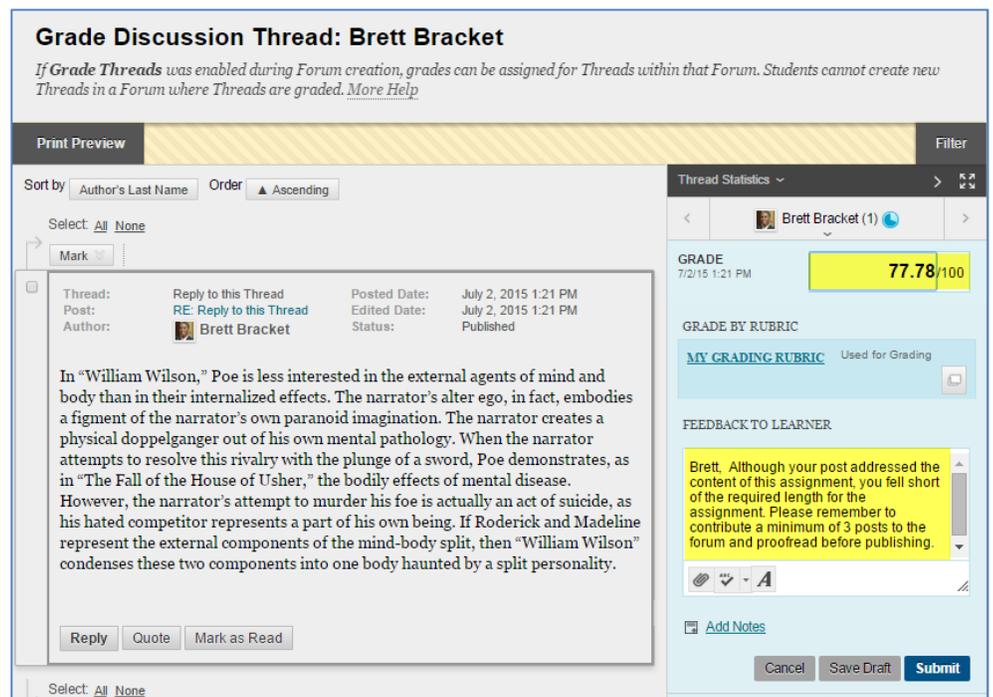


Last Name	First Name	Username	Posts	Grade
Spacebar	Sally	testhamilton4	0	-- <a href="#">Grade</a>
Bracket	Brett	testhamilton3	1	-- <a href="#">Grade</a>
Colon	Collin	testhamilton2	2	-- <a href="#">Grade</a>
Asterisk	Annie	testhamilton1	2	88.89 <a href="#">Grade</a>

3. The **GRADE DISCUSSION FORUM** page for the student will appear and list all the threads and replies the student contributed to the forum.

Review the student's work and use the inline grading form to assign a grade and feedback.

Then, click the **SUBMIT** button to post the grade to the Grade Center.



**Grade Discussion Thread: Brett Bracket**

If **Grade Threads** was enabled during Forum creation, grades can be assigned for Threads within that Forum. Students cannot create new Threads in a Forum where Threads are graded. [More Help](#)

Thread Statistics: Brett Bracket (1)

**GRADE** 7/2/15 1:21 PM **77.78/100**

**GRADE BY RUBRIC**  
[MY GRADING RUBRIC](#) Used for Grading

**FEEDBACK TO LEARNER**

Brett, Although your post addressed the content of this assignment, you fell short of the required length for the assignment. Please remember to contribute a minimum of 3 posts to the forum and proofread before publishing.

**Submit**