

## Create a Grading Schema

### Overview

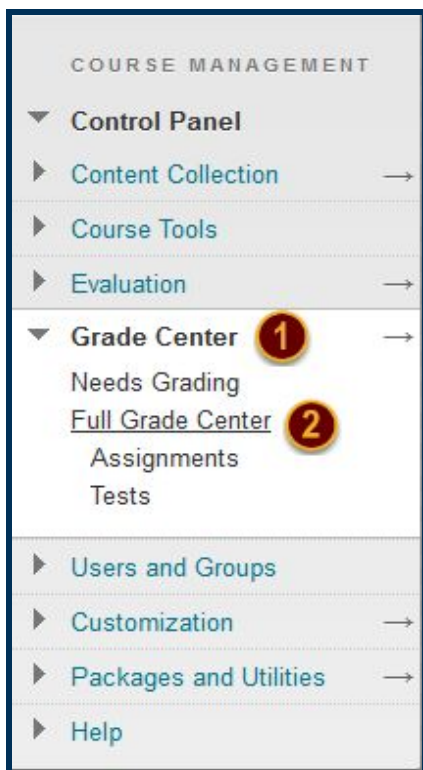
This tutorial will show you how to **Create a Grading Schema**. While Blackboard loads a default Grading Schema in your Grade Center, you may wish to create customized Grading Schemas for different activities. Once created, you may need to [Associate a Grading Schema](#) to see changes in the Grade Center and the My Grades tool.

### Quick Steps

Control Panel > Full Grade Center > Manage > Grading Schemas > Create Grading Schema

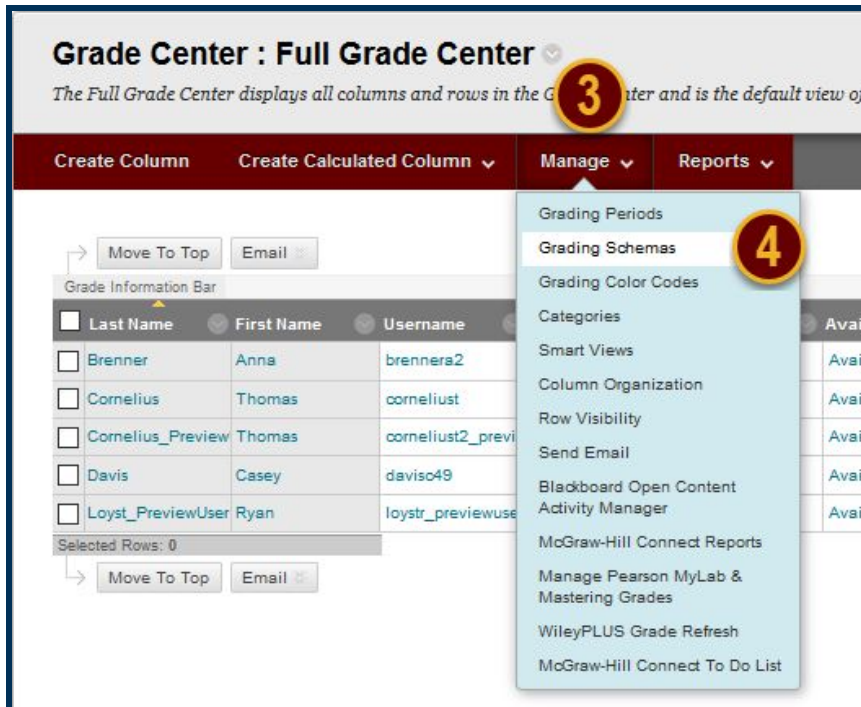
### Step 1

The first step is to open the Full Grade Center. The Full Grade Center can be found in the *Course Management* navigation pane beneath the *Control Panel* section. Click on *Grade Center* [1], and then click on the “Full Grade Center” option [2].



## Step 2

Hover over the *Manage* tab [3] on the Action Bar, and select “Grading Schemas” [4].



**Grade Center : Full Grade Center** 3

The Full Grade Center displays all columns and rows in the Grade Center and is the default view of

Create Column    Create Calculated Column    **Manage**    Reports

Grade Information Bar

<input type="checkbox"/>	Last Name	First Name	Username	Availability
<input type="checkbox"/>	Brenner	Anna	brennera2	Avail
<input type="checkbox"/>	Cornelius	Thomas	corneliust	Avail
<input type="checkbox"/>	Cornelius_Preview	Thomas	corneliust2_previ	Avail
<input type="checkbox"/>	Davis	Casey	davisoc49	Avail
<input type="checkbox"/>	Loyst_PreviewUser	Ryan	loyst_previewuse	Avail

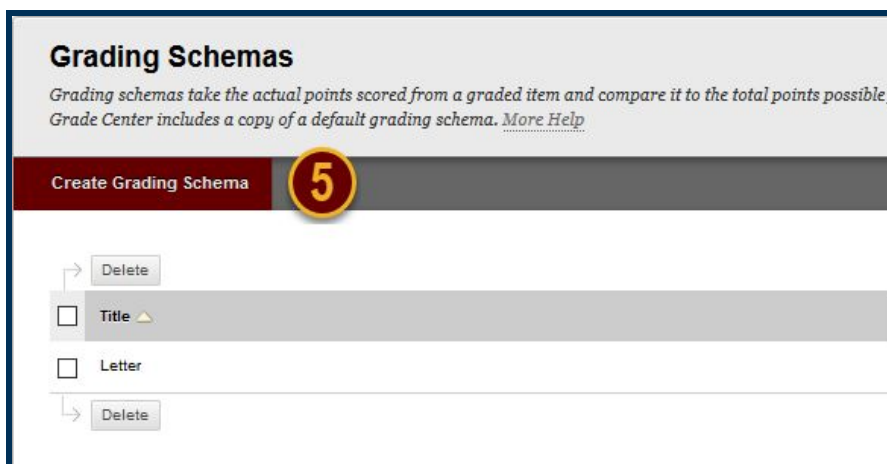
Selected Rows: 0

4

- Grading Periods
- Grading Schemas**
- Grading Color Codes
- Categories
- Smart Views
- Column Organization
- Row Visibility
- Send Email
- Blackboard Open Content Activity Manager
- McGraw-Hill Connect Reports
- Manage Pearson MyLab & Mastering Grades
- WileyPLUS Grade Refresh
- McGraw-Hill Connect To Do List

## Step 3

On the Grading Schemas page, click the *Create Grading Schema* tab [5] on the Action Bar.



**Grading Schemas**

Grading schemas take the actual points scored from a graded item and compare it to the total points possible for that item. Grade Center includes a copy of a default grading schema. [More Help](#)

**Create Grading Schema**    5

Delete

Title

Letter

Delete

## Step 4

From the Create Grading Schema page, you can rename the schema and provide a description beneath the Schema Information section. Within the Schema Mapping section, you will find the Schema Mapping table.

Use the *Grades Scored Between* and *Will Equal* columns to create the scoring range and the desired letter grade for each range [6]. Ranges must be entered from lowest to highest value.

Use the *Will Calculate as* column [7] to specify the percentage points each letter grade will be associated with in the My Grades tool.

To delete a row from the Schema Mapping table, click on the “Delete Row” text in the *Will Calculate as* column [8]. To add a new row, click on the arrow button(s) in the *Insert Rows* column [9].

**SCHEMA INFORMATION**

Name:

Description:

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**SCHEMA MAPPING**

*Grade Center columns that are automatically graded, such as Tests, will be converted to this display option according to the grade mapping option, mappings from each symbol into a percentage of points possible must be provided.*

Grades Scored Between	Will Equal	Grades Manually Entered as	Will Calculate as	Insert Rows
<input type="text" value="91"/> % and <input type="text" value="100"/> %	<input type="text" value="A"/>	A	<input type="text" value="100"/> %	<input type="button" value="←"/>
<input type="text" value="81"/> % and Less Than <input type="text" value="91"/> %	<input type="text" value="B"/>	B	<input type="text" value="90"/> % <input type="button" value="Delete Row"/>	<input type="button" value="←"/>
<input type="text" value="71"/> % and Less Than <input type="text" value="81"/> %	<input type="text" value="C"/>	C	<input type="text" value="80"/> % <input type="button" value="Delete Row"/>	<input type="button" value="←"/>
<input type="text" value="61"/> % and Less Than <input type="text" value="71"/> %	<input type="text" value="D"/>	D	<input type="text" value="70"/> % <input type="button" value="Delete Row"/>	<input type="button" value="←"/>
<input type="text" value="0"/> % and Less Than <input type="text" value="61"/> %	<input type="text" value="F"/>	F	<input type="text" value="60"/> % <input type="button" value="Delete Row"/>	<input type="button" value="←"/>

## Step 5

When you have completed the Grading Schema table, click the *Submit* button to save your Grading Schema.

