Grading Wikis Inline

Note: Inline grading is detailed in this topic. If you do not see the grading feature in the sidebar, your school has not turned it on. To learn about the grading workflow, see Grading Wikis.

The Wiki Topic Page

1. On the action bar, click **Create Wiki Page** to add your contribution.

2. In the sidebar, you can expand the **About This Wiki** section to display information such as the type, creation date, and number of pages and comments. Click the right-pointing arrow to collapse the sidebar for more viewing room in the content frame. Use the four arrows to view the wiki in full screen.

3. To view a summary of student activity, click **Participation and Grading** for graded wikis or **Participation Summary** for wikis with no grading. Both links open a **Participation Summary** page where you can view participation for the students who have contributed to the wiki.

4. In the sidebar, the wiki pages appear in alphabetical order after the home page, appearing with the house icon. The home page always appears first in the list. Click a wiki page title to view it in the content frame.

5. To view all users who contributed to the wiki, click **All** to expand the drop-down list and select a member.

6. For graded wikis, icons designate the status of the user's activity. The needs grading icon—the exclamation mark—indicates that a user has met the minimum activity for grading you set for the wiki. The in progress icon appears when a user has some activity, but has not yet met the minimum number required to trigger needs grading status.

Grading Status Icons

Users with wikis that need grading are indicated with the needs grading icon in the Grade Center and on a wiki's **Participation Summary** page in the **All** drop-down list in the sidebar. In addition, they are listed on the **Needs Grading** page.

If during wiki creation you did *not* select the **Show participants in needs grading status** check box and select a minimum number of page saves, the needs grading icon will not appear in the Grade Center, on the wiki's **Participation Summary** page, and items do not appear on the **Needs Grading** page.

The in progress icon shows in the Grade Center cell and in a wiki:

- For student activity that does not meet the minimum number of page saves you set.
- If you did not select the **Show participants in needs grading status** check box.

How to Grade Wiki Contributions

In our example, grading starts from the wikis tool.

1. Access a wiki.
2. On the wiki topic page's click **Participation and Grading** on the action bar.
3. On the **Participation Summary** page, select a student's name in the content frame or in the **All** drop-down list in the sidebar. In the drop-down list, students with contributions ready for grading appear with exclamation marks, the needs grading icon. Use the left- and right-pointing arrows to navigate to the previous or next student.
4. On the **Participant's Contribution** page, a list of the student's pages and page versions open in the content frame. You can also view information about the contributions. In the **Page Version** column, click a page's title to review it.

5. In the grading sidebar, type a numeric grade in the **Grade** box. If you associated a rubric with this graded wiki, expand and complete the rubric. To learn more, see Using Rubrics. To edit an existing grade, click in the **Grade** box and change the grade.
6. Optionally, type **Feedback** for the student. In the **Add Notes** section, make notes that appear only to you and the grader role. You can use the spell check function in the bottom of each box. The icon for **Click to open full content editor** gives you access to all the content editor functions for formatting text and adding URLs, attachments, images, mashups, and multimedia.
7. Click **Submit** to add the grade, feedback, and grading notes to the Grade Center.

Grading a Group Wiki

On the **Participation Summary** page, the grading sidebar appears, listing all group members.
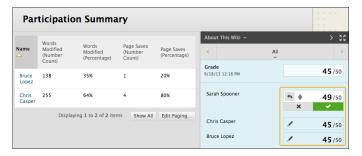
The needs grading icon appears in the **All** drop-down list for contributing group members. When you add a grade for a group wiki, the grade is automatically given to all the members of the group and is populated in the corresponding column in the Grade Center for each group member. All members are assigned a grade, regardless if a member did not contribute. Students can view their group wiki grades in **My Grades** and on their **My Contribution** pages.

Change an Individual Member's Grade

You can assign an individual group member a different grade than the group by editing the grade for the member. If you change a group member's grade, and you assign a new group grade, the new group grade will not affect the individual's new grade. The grade the individual member received and the grade the group received are both shown. The individual's new grade will not appear to the other group members.

On the **Participation Summary** page, in the grading sidebar, click the pencil icon to change the group grade for a member. Type a new grade and click the check mark icon below the grade to save it. This grade becomes an override grade.

The group grade and the individual group member's edited grade appear in the Grade Center in the column that was created automatically when you enabled grading for the group wiki.

Grayed out cells appear in the group wiki column for course members who are not part of the group. You can also edit the grade from the Grade Center.

Revert a Member's Edited Grade

You can revert a member's edited grade to the original group grade, which all group members received.

On the group's **Participation Summary** page, click the pencil icon for the user with the edited grade. Click the left-pointing arrow to change the grade to the original group grade. The override icon is removed. The change also appears in the Grade Center.