

Grade columns display grades for the different activities in your course. In Ultra course view, you can create columns for:

- **Overall Grade** — Displays the final course grade based on points, weighted items, or a custom formula. **Gradable items** — Columns are added automatically for grade items completed online, such as tests and assignments, or you can add columns manually for gradable items completed offline, such as activities that took place outside of class.
- **Total Calculation column** — Displays a calculated score based on points or weighted items. This is most often used for a Term calculation to provide students with another view of the Overall Grade, where one is in points and the other is percentages. For more information, see [Total Calculation Columns](#).

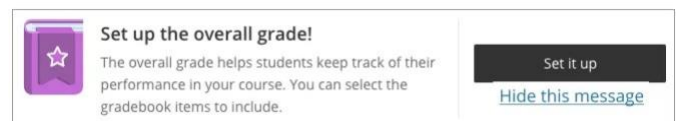
Overall Grade column

The **Overall Grade** column displays a calculated running tally of all the items you grade and post that count toward the overall course grade. It appears in the gradebook next to the students' names so

you can quickly see how each student is performing.

Set up the overall grade

If you don't have the overall grade configured yet, you'll see a banner prompting you to set it up.



*Don't want to use the overall grade? Select **Hide this message** to remove this prompt from your screen. If you change your mind, you can always add the overall grade via the Gradebook Settings.*

1. From the banner, select **Set it up**. The Overall Grade page appears.
2. Under **Select a Calculation Type**, select **Weighted**:

Overall Grade Calculation

Choose the format to calculate the overall grade for your course:

- Points [Show example](#)
- Weighted [Show example](#)
- Advanced
Use the formula editor to create a bespoke calculation for the overall grade

Cancel Next

- **Weighted**. The weighted calculation calculates categories and grade items as a percentage of a final grade worth 100%. You can assign percentage values to any

course item and category and choose whether to weight items in the same category proportionally or equally. For more information see Create weighted calculations.

Add a weighted overall grades calculation

1. From the Overall Grade page, under **Select a Calculation Type**, select **Weighted**.

Overall Grade Calculation

Choose the format to calculate the overall grade for your course:

Points
[Show example](#)

Weighted
[Hide example](#)

Assignments category	(40% of overall grade)
- Assignment 1	
- Assignment 2	
Final Exam	(60% of overall grade)
Overall Grade	/100%

Advanced
Use the formula editor to create a bespoke calculation for the overall grade

2. Under **Weigh gradable items within a category**, select **Proportionally** or **Equally**.

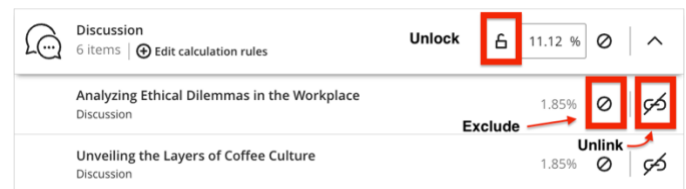
Weigh gradable items within a category. ⓘ

Proportionally Equally

- **Proportionally** takes the raw scores of the included columns and categories and then divides the result by the total points possible to obtain a percentage for each item in the weighted column. The resulting percentages retain the proportional weight of each item so that items with a larger point value have more effect on the calculated grade.

- When the columns and categories you select for the weighted column have different point values, **Equally** converts them to percentages. These percentages are averaged to obtain an equal value for each of the items included in the weighted column.

3. Categories containing items are listed first and ordered by the number of items contained. Expand a category to see its items. From here you can:



- **Unlink** an item from its category. This is useful if you want to include the item in the calculation separately from the rest of the category.
- **Unlock** an item or category to edit its weighting. The calculation will automatically balance all unlocked items to ensure the overall calculation equals 100%.
- **Exclude** an item within a category from the overall grade calculation. This removes the item points from the total number of points available in the course. The item or category turns gray to indicate that it's not included in the calculation. Select the button again to include the

item or category in the calculation again.

- For each category, you can select **Edit calculation rules** to verify or update the current settings:

Andres' Ultra Course
Discussion Category

Category Calculation Rule

Enable

Enabling a rule allows you to set conditions for all elements within the category to calculate the category's total score.

You need to have more than one (1) non-exempt item within the category to set a rule correctly. Bear in mind that enabling rules can affect a student's final grade for that category.

⚠ Items in this category are weighted proportionally

Drop Scores ←
Choose to drop scores from the total calculation

Use Only ←
Choose to use only specific scores in the total calculation

- Drop Scores** remove the specified number of the highest or lowest grades for each category from the calculation.
 - Use only** removes all grades from the calculation except for the highest or lowest score.
- Under **Overall Grade Settings**, choose how to display the overall grade — as a letter grade, percentage, points, Complete/Incomplete, or any grading schema created in the course. When you select Points, instructors and students see the overall grade as a fraction of the total points earned, divided by the total points available in the course. For example, 745/800.

Calculate grades based on points earned out of total graded points.

Select how the overall grade is displayed

Letter

Letter

Points

Percentage

Complete/Incomplete

- When you select **Show to Students**, students can view the overall grade and calculation details from the information button in their Gradebook.

Select how the overall grade is displayed

Letter

Show to students

- Select **Save**.

Cancel Save

Edit overall grade settings

To edit the configuration for the overall grade column, from the Gradebook, select **Settings** to open the Gradebook Settings panel. Then select **Manage overall grade settings**.

50, 65, 75

[View class performance](#)

Send activity stream alerts to students based on these settings

Automatic Zeros

Assign automatic zeros for past due work
*Students can submit late to update their grades.
Students with due date accommodations aren't affected.*


Overall Grade

[Manage overall grade settings](#)

Grade Categories

Grade categories are groups of similar coursework. You can add custom categories to the gradebook.

Add New Category

 Attendance



For more support, contact the eLearning Team:

Email: elearning@tamiu.edu

Call: (956) 326-2792

Visit: CWT 208, Monday to Friday, 8 AM to 6 PM (CST)