

Grading and Extra Credit

Last Modified on 07/14/2022 10:47 am EDT

As an instructor, you can choose whether your students are graded in points or percentages. You are also able to give your students extra credit assignments or drop their lowest grades.

Hide All Answers

Student Grading

By default, assignment scores are shown in percentages. You can change an individual assignment to display in points instead, using the Edit Assignment screen.

The list of assignments on the Digital Landing Page (DLP) will show assignment scores in points automatically, **if and only if all of your published assignments** are set to display in points.

- See the instructions below for changing the assignment-level setting.
- There is no manual setting to change the DLP display. It simply follows the published assignment settings.
- If at least one of your published assignments is set to percentage grading, then the entire DLP will display **all** assignment and course scores in percentages.

If you set your DLP to display scores in points, then students' overall grades are calculated based on the assignments' different point values.

- For example, if a student earns 8 out of 10 points on Assignment A, and 24 out of 25 points on Assignment B, then their overall grade is calculated as 32 out of 35 (or 91%).

Showing Scores In Points

An instructor can show assignment scores in points instead of percentages.

1. On the Edit Assignment page click "Show Additional Settings".

Chapter 4 Homework EDIT ASSIGNMENT fbueLLer@wvorton.edu

Settings

57886 (Spring 2018, Tues Thurs 9...

Assignment Name: Chapter 4 Homework **Description:**

Grades Accepted Until (GAU): 07/17/2018 11:59 PM (GMT-10:00) Hawaii Time

Late work accepted days after the GAU, at % penalty per day.

SHOW ADDITIONAL SETTINGS

Questions **ADD QUESTIONS** Estimated total time: 18 min Total points: 5 pts

Questions	Question Type	Avg.Time	Points	Attempts	Grade Penalties	Hints
Adjust all question settings:						
# 01 Simulation: Identify true stateme...	Multiple Select	03:33	1	∞	0%	ON
# 02 Simulation: Order the compositio...	Ranking	02:54	1			

PREVIEW Not published **PUBLISH** **SAVE**

2. You will see the setting for "Show Student Score In" at the bottom. By default, the selection is set to "Percentages".

Chapter 4 Homework EDIT ASSIGNMENT fbueLLer@wvorton.edu

Grades Accepted Until (GAU): 07/17/2018 11:59 PM (GMT-10:00) Hawaii Time

Late work accepted days after the GAU, at % penalty per day.

Time Limit: OFF minutes

Ungraded Practice: Never

Show Solution: Any time (students may 'give up' and view the solution)

Show Feedback: After every attempt

Show Ebook Link: ON OFF

Show Periodic Table: OFF

Randomize Questions: OFF ON

Show Student Score In: Percentages

HIDE ADDITIONAL SETTINGS

Questions **ADD QUESTIONS** Estimated total time: 18 min Total points: 5 pts

PREVIEW Not published **PUBLISH** **SAVE**

3. To change the assignment score to points, click the selection and set it to "Points".

4. Click "Save" to update your changes.

Grading for Fully Adaptive Assignments Set to Points

If you set a Fully Adaptive assignment to be graded in points (instead of percentages), you will get to set the number of points that the entire assignment is worth:

These points will not be earned by answering individual questions, as in a non-Adaptive assignment. Instead, points will be earned as the student gains Mastery on each of the Learning Objectives you have selected. If the student has already gained Mastery on these objectives in previous assignments or courses, they might begin this assignment with partial points and Mastery already earned.

You'll be able to look at student results in the Class Activity Report, where you can view their level of Mastery achieved as well as the score (points) they earned:

STUDENTS		OBJECTIVES			
Student	Score	Mastery	Submissions	Time Spent	
STUDENT, TEST	10	4/4	1	00:06:48	

You can also see more detail about which learning objectives the student attained Mastery of, how many questions the student answered, and how many attempts they used, by expanding their Student Detail from within the Class Activity Report:

2019 at 11:59 PM (Pacific Time)

Student Detail

Test Student's results [EDIT](#) [EXPORT](#)

Overall score	10
Time spent	00:06:48
Submissions	1

Grades are accepted until December 31st, 2019 at 11:59PM (Pacific Time).

1.A Classify forms of matter and understand how they differ	100% mastered
1.B Distinguish between physical and chemical properties	100% mastered
1.C Recognize covalent compounds in various representations	100% mastered
1.D Describe physical states and transitions at the macroscopic and particu...	100% mastered

Question	Score	Attempts	Submission Date	Time Spent
Full Adaptive	10/10pts	2	12/11/19 - 07:50:36AM	00:06:48
[VPM] Ranking Molecules ...	-	2/3	12/11/19 - 07:50:36AM	00:06:48

STUDENT, TEST 10 4/4 1 00:06:48

Grading for Partially Adaptive Assignments Set to Points

When you create and edit an assignment with either an Adaptive Warm Up or a Follow Up, you'll be able to set the point value of the Adaptive portion. This option is located under Show Additional Settings on the Edit Assignment page:

Assignment Name: Setting Points in Adaptive **Description:**

Grades Accepted Until (GAU): 08/31/2019 11:59 PM (GMT-04:00) Eastern Time

Late work accepted days after the GAU, at % penalty per day.

SHOW ADDITIONAL SETTINGS

Adaptive **ON** These are the settings for the Knewton adaptive portion of this assignment.

Type: Warm-up Follow-up

Mastery: Standard Advanced

Learning Objectives: **SELECT OBJECTIVES** 3 objectives selected

Points: 10 Points value of the entire adaptive portion

Questions **ADD QUESTIONS**

Estimated total time: 41 min Total points: 36 pts

Questions	Question Type	Avg.Time	Points	Attempts	Grade Penalties	Hints
PREVIEW						

Not published **PUBLISH** **SAVE**

Once a student has mastered each one of the Learning Objectives you selected, they will earn full points for the Adaptive portion. If they had already gained Mastery on these specific objectives in previous assignments or courses, they may begin this assignment with partial points and Mastery already earned.

Grading for Exam Assignments

Students will not see the points they earned on each question or their Exam grade until the Grades Accepted Until date expires. If there is a Late Work Penalty, the grade will be shown after penalty period expires.

Note: If your Smartwork course is integrated into your campus Learning Management System, student grades for the Exam will not pass back until after the Grades Accepted Until date and/or Late Work Penalty period expires.

Extra Credit Assignments

Note: This feature is only available if you are not integrating Smartwork directly into your campus LMS. If you see a green "LMS Connected" message, then you won't see the Extra Credit option appear on your assignment list.

Creating A New Extra Credit Assignment

1. Click "Create A New Assignment".

Digital Resources SMARTWORKS fbuel@wnorton.edu

Essentials of Geology
FIFTH EDITION
Stephen Marshak

Smartwork5
Interactive Problem Solving

57886 (Spring 2018, Tues Thurs 9:00-11:00am)

Export This Data

Student Grades

Create New Assignment

ASSIGNMENT TITLE	PUBLISHED	GRADES ACCEPTED UNTIL	EXTRA CREDIT	SUBMITTED GRADES	AVG. TIME SPENT (MM:SS)	AVG. GRADE
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2. Select "Edit Assignment" and configure your new assignment by adding an Assignment Name, setting the Grade Accepted Until date and adding questions from the Question Library. You may also create questions by clicking "Create New Question".

Assignment ESSENTIALS OF GEOLOGY, FIFTH EDITION fbuel@wnorton.edu

New Assignment
Welcome to your new assignment!
Click on "Edit Assignment" to start customizing the settings and add as many questions as you want.

Score: -- %

57886 (Spring 2018, Tues Thurs 9:00-11:00am) CLASS ACTIVITY REPORT

Your assignment is currently empty.
Add some questions by clicking on the "Edit Assignment" button.

3. To add questions to your assignment, click the "+" next to the question you want to select. It will be added to your current assignment.

Search the question title... YOUR CURRENT ASSIGNMENT 0

Filter By: Clear all filters

CHAPTER ▾
OBJECTIVE ▾
SERIES ▾
TYPE ▾
DIFFICULTY ▾
AUTHOR ▾

	NUM	QUESTION TITLE (1412 results)		TYPE	CHAPTER	AVERAGE TIME
+	1.01	Compare the heliocentric and geocentric universe concepts	⊙	Multiple Choice	1	01:15
+	1.01 ART	Label the relative positions of the planets	⊙	Labeling	1	01:48
+	1.01 RQ	Define scientific cosmology	⊙	Multiple Choice	1	02:00
+	1.01 VID	Video: Identify properties of nebulae	⊙	Multiple Select	1	03:44
+	1.02	Define the Big Bang theory	⊙	Multiple Select	1	06:54
+	1.02 ART	Label the relative positions of Solar System objects	⊙	Ranking	1	02:16
+	1.02 ART	Copy of Label the relative positions of Solar System objects	⊙	Ranking	1	--:--
+	1.02 RQ	Recall what disqualifies Pluto from being a planet	⊙	Multiple Choice	1	01:22

CREATE NEW POOL
CREATE NEW QUESTION

4. Return to the "Edit Assignment" page and click "Save".

5. On the DLP, locate the new assignment and click the "Extra Credit" and the "Published" checkboxes to make the assignment available to your students. Your assignment will automatically be updated and you will see "(Extra Credit)" next to the assignment name.

Note: If you're publishing the same assignment in multiple student sets, you must select each student set on the DLP and check the "Extra Credit" box for each of them.

Digital Resources SMARTWORKS fbuellet@wvorton.edu

Essentials of Geology
FIFTH EDITION
Stephen Marshak

Smartwork5
Interactive Problem Solving

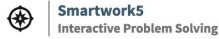
57886 (Spring 2018, Tues Thurs 9:00-11:00am)

Export This Data Student Grades

Create New Assignment

ASSIGNMENT TITLE		PUBLISHED	GRADES ACCEPTED UNTIL	EXTRA CREDIT	SUBMITTED GRADES	AVG. TIME SPENT (MM:SS)	AVG. GRADE	
Chapter 1 Homework	EDIT COPY DELETE	<input checked="" type="checkbox"/>	07/05/18 11:59 PM	<input type="checkbox"/>	4	3:31	85%	Reports
Chapter 2 Homework	EDIT COPY DELETE	<input checked="" type="checkbox"/>	07/10/18 11:59 PM	<input type="checkbox"/>	4	6:47	95%	Reports
Chapter 3 Homework	EDIT COPY DELETE	<input checked="" type="checkbox"/>	07/12/18 11:59 PM	<input type="checkbox"/>	4	6:21	85%	Reports
Chapter 4 Homework	EDIT COPY DELETE	<input checked="" type="checkbox"/>	07/17/18 11:59 PM	<input type="checkbox"/>	--	--	--	
Ch 1 Reading Quiz (Extra Credit)	EDIT COPY DELETE	<input checked="" type="checkbox"/>	07/19/18 11:59 PM	<input checked="" type="checkbox"/>	--	--	--	

Adding A Current Assignment As Extra Credit



57886 (Spring 2018, Tues Thurs 9:00-11:00am)

Student Grades

Export This Data

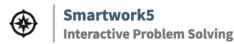
Create New Assignment

ASSIGNMENT TITLE	PUBLISHED	GRADES ACCEPTED UNTIL	EXTRA CREDIT	SUBMITTED GRADES	AVG. TIME SPENT (MM:SS)	AVG. GRADE
Chapter 1 Homework	<input checked="" type="checkbox"/>	07/05/18 11:59 PM	<input type="checkbox"/>	4	3:31	85%
Chapter 2 Homework	<input checked="" type="checkbox"/>	07/10/18 11:59 PM	<input type="checkbox"/>	4	6:47	95%
Chapter 3 Homework (Extra Credit)	<input checked="" type="checkbox"/>	07/12/18 11:59 PM	<input checked="" type="checkbox"/>	4	6:21	+4.3 pts

1. Locate the current assignment you want to use as Extra Credit from your Student Set Assignment Title list.
2. Click the “Extra Credit” checkbox to set as an extra credit assignment. Your assignment will automatically be updated and you will see “(Extra Credit)” next to the assignment name.
3. Click the “Published” checkbox to make sure it is available to all your students.

Converting A Completed Assignment To Extra Credit

1. Locate the assignment from your Student Set Assignment Title list.



57886 (Spring 2018, Tues Thurs 9:00-11:00am)

Student Grades

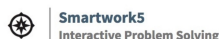
Export This Data

Create New Assignment

ASSIGNMENT TITLE	PUBLISHED	GRADES ACCEPTED UNTIL	EXTRA CREDIT	SUBMITTED GRADES	AVG. TIME SPENT (MM:SS)	AVG. GRADE
Chapter 1 Homework	<input checked="" type="checkbox"/>	07/05/18 11:59 PM	<input type="checkbox"/>	4	3:31	85%
Chapter 2 Homework	<input checked="" type="checkbox"/>	07/10/18 11:59 PM	<input type="checkbox"/>	4	6:47	95%
Chapter 3 Homework	<input checked="" type="checkbox"/>	07/12/18 11:59 PM	<input type="checkbox"/>	4	6:21	85%
Chapter 4 Homework	<input checked="" type="checkbox"/>	07/17/18 11:59 PM	<input type="checkbox"/>	—	—	—

2. Click the “Extra Credit” checkbox to set it as an extra credit assignment. Your assignment will automatically be updated and you will see “(Extra Credit)” next to the assignment name.

Note: Your student's grades will be recalculated automatically.



57886 (Spring 2018, Tues Thurs 9:00-11:00am)

Student Grades

Export This Data

Create New Assignment

ASSIGNMENT TITLE	PUBLISHED	GRADES ACCEPTED UNTIL	EXTRA CREDIT	SUBMITTED GRADES	AVG. TIME SPENT (MM:SS)	AVG. GRADE
Chapter 1 Homework	<input checked="" type="checkbox"/>	07/05/18 11:59 PM	<input type="checkbox"/>	4	3:31	85%
Chapter 2 Homework	<input checked="" type="checkbox"/>	07/10/18 11:59 PM	<input type="checkbox"/>	4	6:47	95%
Chapter 3 Homework (Extra Credit)	<input checked="" type="checkbox"/>	07/12/18 11:59 PM	<input checked="" type="checkbox"/>	4	6:21	+4.3 pts

3. Click the “Extra Credit” checkbox to set it as an extra credit assignment. Your assignment will automatically be updated and you will see “(Extra Credit)” next to the assignment name.

How Extra Credit Is Graded

1. It works differently depending on if you're showing the students' overall Smartwork grades in points or percentages.

- If you want to use extra credit assignments, we recommend showing the overall grades in points.
- You can still use extra credit in a course where overall grades are percentages, but the grade calculation is somewhat more complicated.

2. If you are showing the students' overall Smartwork grades in points:

- One point of credit in the extra credit assignment is worth the same as one point in any other assignment.

3. If you are showing the students' overall Smartwork grades in percentages:

- The student's percentage grade on the extra credit assignment will be converted to a grade bonus.
- See the grading example below.

Note: A student’s overall grade can go above 100 percent with extra credit.

Example: Extra Credit Grading With Percentage Scoring

Note: If you want to use extra credit assignments, we recommend showing the overall grades in points instead.

1. Suppose a student has earned these grades:

- Chapter 1 Review (past due): 90%
- Chapter 2 Review (past due): 100%
- Chapter 3 Review (not yet due): 80%
- Chapter 4 Review (not yet due): – (the student hasn’t started yet)
- Math Review (no due date): 80%
- Extra Credit Assignment (past due): 50% (shown on the DLP as a point score: for example, "+5 pts" if it's a

10-point assignment)

2. Remember that assignments are counted in the overall score according to their GAU:

- For this student, Chapter Reviews 1 and 2 and the Extra Credit Assignment all count because they're past due.
- Chapter 3 Review counts because the student has earned a score.
- Chapter 4 Review doesn't count, because the student hasn't done any work yet.
- The Math Review isn't counted because it doesn't have a due date (that is, it's unassigned).

3. The Extra Credit Assignment's percentage score counts as a bonus in the average grade calculation.

4. The student's overall score is the average of Chapter Reviews 1–3, with the extra credit bonus factored in: $(90 + 100 + 80 + 50) \div 3 = 107\%$

Drop the Lowest Grade

Note: This feature is only available if you are not integrating Smartwork directly into your campus LMS. If you see a green "LMS Connected" message, then you won't see the Drop the Lowest Grade option appear in Student Grades.

An instructor can drop the lowest scored assignments from their student set.

1. From the DLP, click Student Grades.

The screenshot shows the Smartwork5 interface for a course titled "Essentials of Geology" (Fifth Edition by Stephen Marshak). The course is identified as "57886 (Spring 2018, Tues Thurs 9:00-11:00am)". A "Student Grades" button is highlighted with a red box. Below the course information is a table of assignments with columns for Assignment Title, Published status, Grades Accepted Until, Extra Credit, Submitted Grades, Avg. Time Spent, and Avg. Grade. The table lists several homework assignments and a reading quiz, with the first three having scores of 85%, 95%, and 85% respectively.

ASSIGNMENT TITLE	PUBLISHED	GRADES ACCEPTED UNTIL	EXTRA CREDIT	SUBMITTED GRADES	AVG. TIME SPENT (MM:SS)	AVG. GRADE
Chapter 1 Homework	<input checked="" type="checkbox"/>	07/05/18 11:59 PM	<input type="checkbox"/>	4	3:31	85%
Chapter 2 Homework	<input checked="" type="checkbox"/>	07/10/18 11:59 PM	<input type="checkbox"/>	4	6:47	95%
Chapter 3 Homework	<input checked="" type="checkbox"/>	07/12/18 11:59 PM	<input type="checkbox"/>	4	6:21	85%
Chapter 4 Homework	<input checked="" type="checkbox"/>	07/17/18 11:59 PM	<input type="checkbox"/>	—	—	—
Express Demo	<input type="checkbox"/>	not assigned	<input type="checkbox"/>	—	—	—
Ch 1 Reading Quiz	<input type="checkbox"/>	not assigned	<input type="checkbox"/>	—	—	—

2. In the Student Grades, click the pencil icon in the Drop grade(s) column to open the Edit Grades overlay.

Smartwork5 STUDENT GRADES fbueller@wnorton.edu

Essentials of Geology
FIFTH EDITION
Stephen Marshak

57886 (Spring 2018, Tues Thurs 9:00-11:00am) Export This Data

Search: Grades | Time Spent

Student Name / Email	Drop grade(s) <input type="text" value="0"/> Smartwork5 Avg. Grade 0	Smartwork5: Chapter 1 07/06/18	Smartwork5: Chapter 2 07/11/18	Smartwork5: Chapter 3 07/13/18	Smartwork5: Chapter 4 07/18/18

3. From Edit Grades, the instructor can input the number of lowest grades to drop for each student and a date for when the dropped grade(s) will be applied. Click "Update" to apply the changes.

Edit Grades

Select the number of lowest grades to drop for each student:

Drop the lowest grade(s) for each student

Select a date for when the dropped grade(s) will be applied:

Drop lowests grade(s) after

How does it work?

On the selected date, Smartwork5 will drop each student's lowest grade(s).

The adjusted overall grades will appear in your Student Results Area and on the students' Smartwork5 homepages. Student grades will remain inside your Smartwork5 assignments even with dropped grades. You will see them in your Class Activity Report.

To disable dropping lowest grade(s), enter 0 grades to drop.

Cancel

Update

How Does Drop the Lowest Grade Work?

On the selected date, Smartwork will drop each student's lowest grade(s). Note that if you select the current day's date, grades will immediately be dropped, which **cannot be undone**.

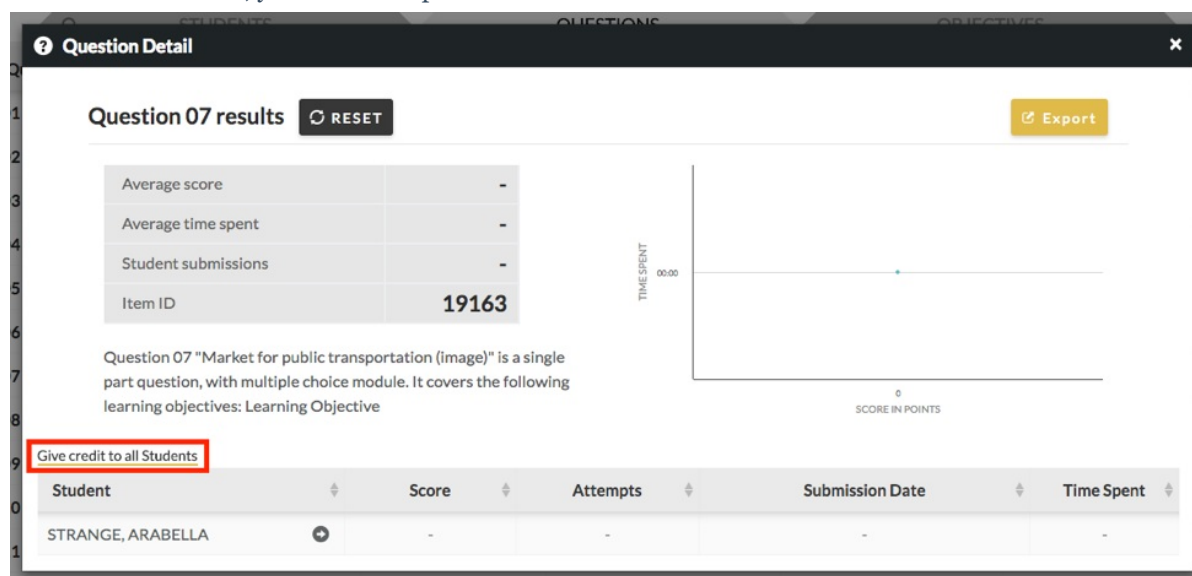
The adjusted overall grades will appear in the instructors Student Grades Area and on the students' Smartwork homepages. Student grades will remain inside your Smartwork assignments even with dropped grades. You will still see them in your Class Activity Report.

Up until the day before your selected date, you can disable dropping lowest grade(s) by changing the number of grades you're dropping to "0." You can also edit the selected date at any time before this date. **Once the selected date has passed, you cannot undo these dropped grades.**

Credit All

To award full credit for a single question to all students, **do the following:**

1. Enter the Class Activity Report for that assignment.
2. Click the "Questions" tab and find the question you want to give all students credit for.
3. Click the expander icon next to the question title to show the Question Detail overlay.
4. Above the student list, you'll see the option "Give credit to all students."



5. Click on that and you'll see a confirmation overlay, noting that you're giving everyone full credit and that you can't undo the operation.
6. Click "Give Full Credit" to proceed, and note that all of your students' grades are immediately updated in that overlay.
 - o When you close the overlay, the report will refresh and then you'll see the new grades there.
 - o Note: even students who haven't started the assignment will be awarded credit for that question.

Unpublishing Assignments

Unpublishing an assignment factors out grades earned by students in that assignment from their overall average. Scenarios where you may want to unpublish might be if a majority of students did poorly on the assignment, or if you noticed a flaw in the assignment prior to students working in it. Note that if you publish an assignment with a GAU date, then unpublish it, that assignment will no longer be displayed on the Student Grades page.

Unpublishing When Students Are Actively Working on an Assignment

If you decide to unpublish an assignment while students are actively working on assignment, the students will see an alert to notify them that you've removed the assignment.

This is a Numeric Entry question / It is worth 1 point / You have unlimited attempts / There is no attempt penalty

03 Question (1 point) [See page 8](#)

Solution

Explanation

Ben has two options this weekend. He could work a job for three hours. A ticket for a sporting event would go to a sporting event for \$34. What is the opportunity cost of the event?

1st attempt

Alert ✕

Your instructor has removed this assignment. Any points earned so far have been saved.

3 OF 13 QUESTIONS COMPLETED ◀ 03/13 ▶ ✔ QUESTION COMPLETED

When the student closes out the alert and navigates back to the assignment page, they'll also see a message as a reminder that you removed the assignment. The unpublished assignment will no longer appear listed in the assignment list.

Ch. 1: Homework

Welcome to Smartwork! This assignment is designed with rich feedback to guide you as you learn.

25%
SCORE

05/07/21

! Your instructor has removed this assignment. Any points earned so far have been saved.

3 OF 13 QUESTIONS COMPLETED

RESUME ASSIGNMENT

Question	Type	Points	Attempt	Status
01 Identify whether each of the following statements i...	Mixed	2 / 2	1 / ∞	Completed
02 Which of the following is an example of a microecon...	Multiple Choice	1 / 1	1 / ∞	Completed
03 Ben has two options this weekend. He could work a...	Numeric Entry	1 / 1	1 / ∞	Completed
04 Suppose a state aims to make it easier for people to ...	Multiple Choice	- / 1	- / ∞	Not Started
05 Sort the following incentives by whether they are p...	Sorting	- / 1	- / ∞	Not Started