

Grading in the Online Workbook

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A guide to how grading works in the Online Workbook powered by Noteflight.

Hide All Answers

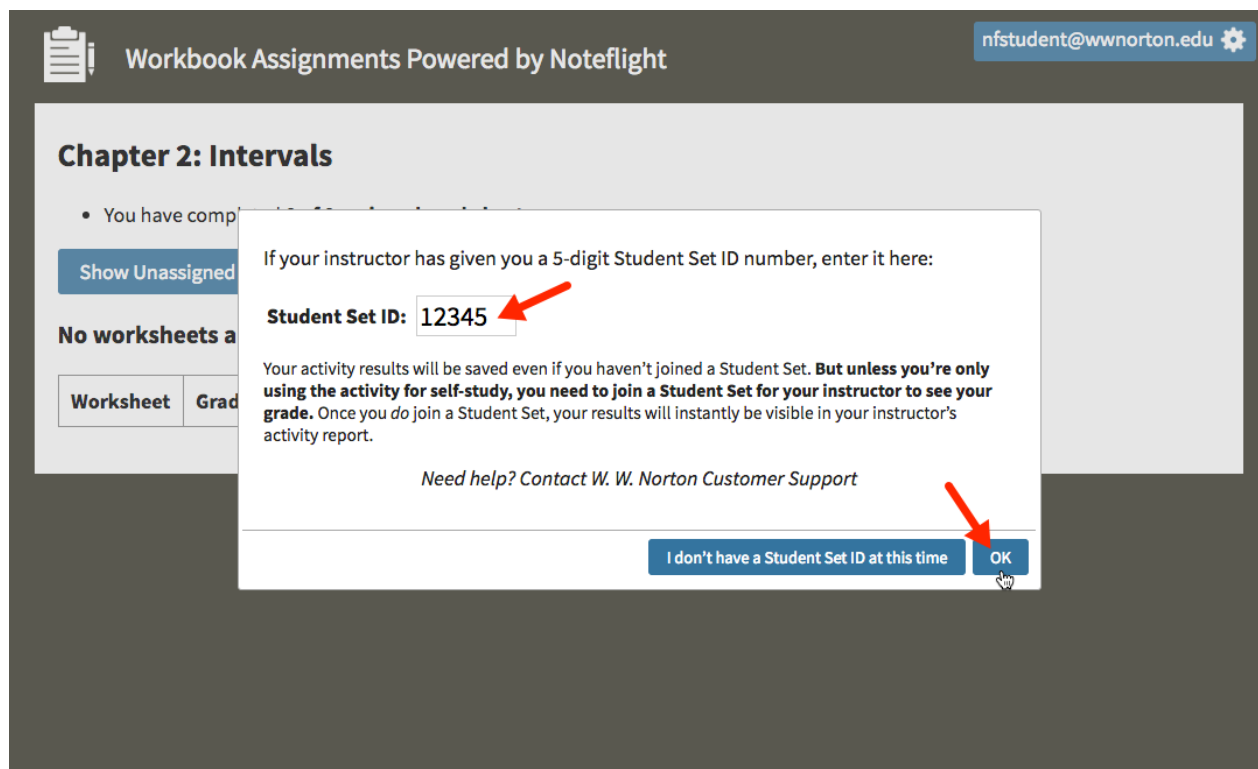
How do I join my instructor's Online Workbook section?

Sections in the Online Workbook are called Student Sets. Student Sets allow your instructor to assign worksheets and grade worksheets that you have submitted for grading.

If the Online Workbook is integrated within your campus learning management system (Blackboard, Moodle, etc.), you will not need a Student Set ID number; you will automatically be added to the proper Student Set the first time you access the Online Workbook from your course site.

If you have already joined a Student Set in one of the other digital products found on the Digital Resources page for your textbook, like InQuizitive quizzes or the Norton Ebook Reader, you do not need to join another Student Set for the Online Workbook. One Student Set ID can be used for multiple products at the same time, including the Online Workbook.

If you are not a member of a Student Set yet, you will be prompted to join a Student Set the first time you open a chapter in the Online Workbook. Type your five-digit Student Set ID number into the field and click the OK button.



The screenshot shows the 'Workbook Assignments Powered by Noteflight' interface. At the top right, the user's email 'nfstudent@wwnorton.edu' is displayed next to a gear icon. The main content area is titled 'Chapter 2: Intervals' and includes a 'Show Unassigned' button and a 'No worksheets assigned' message. A modal dialog box is open in the center, prompting the user to enter a 5-digit Student Set ID. The ID '12345' is entered in the text field, with a red arrow pointing to it. Below the input field, there is explanatory text: 'Your activity results will be saved even if you haven't joined a Student Set. But unless you're only using the activity for self-study, you need to join a Student Set for your instructor to see your grade. Once you do join a Student Set, your results will instantly be visible in your instructor's activity report.' At the bottom of the dialog, there is a link for help: 'Need help? Contact W. W. Norton Customer Support'. Two buttons are at the bottom right: 'I don't have a Student Set ID at this time' and 'OK', with a red arrow pointing to the 'OK' button.

If the prompt does not appear when opening a chapter for the first time or you closed the window and would like to join a Student Set, click on the gear icon and select "Add Yourself to a Student Set" from the menu.

The screenshot shows the Noteflight interface for a user named 'nfstudent@wwnorton.edu'. The page title is 'Workbook Assignments Powered by Noteflight'. The main content area displays 'Chapter 2: Intervals' and a message: 'You have completed 0 of 0 assigned worksheets.' Below this is a button labeled 'Show Unassigned Worksheets' and a statement: 'No worksheets are currently assigned.' At the bottom, there is a table with columns for 'Worksheet', 'Grade', and 'Comments'. On the right side, a user menu is open, showing options: 'Activity Help', 'Add Yourself to a Student Set' (highlighted with a red arrow), 'Change Your Password', and 'Sign Out'.

How do I check that I joined the correct Student Set?

Click on the gear icon and select "Add Yourself to a Student Set" from the menu.

This screenshot is identical to the one above, showing the Noteflight interface for the user 'nfstudent@wwnorton.edu'. It displays the 'Chapter 2: Intervals' page with the message 'You have completed 0 of 0 assigned worksheets.' and the 'Show Unassigned Worksheets' button. The user menu is open on the right, with a red arrow pointing to the 'Add Yourself to a Student Set' option.

Any Student Sets in which you are currently a member will be displayed at the top of the window.

Workbook Assignments Powered by Noteflight nfstudent@wwnorton.edu

Chapter 2: Intervals

- You have completed 0 of 0 assigned worksheets.

Show Unassigned Worksheets

No worksheets are currently assigned.

Worksheet **Grade** **Comments**

You are currently enrolled in the following current Student Set(s) for this product:

- 17189: Introduction to Music Theory

To add yourself to another Student Set, enter the 5-digit Student Set ID number here, then click "OK" below:

Student Set ID:

It is usually fine to be in two different Student Sets at the same time. But if you need to be removed from a previously-joined student set, please contact your instructor or W. W. Norton Customer Support.

Need help? Contact W. W. Norton Customer Support

Cancel OK

You can add yourself to as many Student Sets as you would like. However, you cannot remove yourself from a Student Set; only your instructor can perform that action.

If you enrolled in the wrong Student Set, enroll in the correct one and notify your instructor of the mistake. Your instructor can then remove you from the incorrect Student Set.

If you joined a Student Set that is not accessible to your instructor, please contact the [W.W. Norton Service Desk](#) to be removed from the incorrect Student Set.

What if my instructor doesn't give me a Student Set ID?

The only way you can view assigned worksheets and submit those worksheets to your instructor to be graded is by being a member of your instructor's Student Set. However, you can still view and complete the worksheets even if you are not a member a Student Set. Click on the Show Unassigned Worksheets button to view all of the available worksheets in the chapter.

Workbook Assignments Powered by Noteflight nfstudent@wwnorton.edu

Chapter 2: Intervals

- You have completed 0 of 0 assigned worksheets.

Show Unassigned Worksheets

No worksheets are currently assigned.

Worksheet **Grade** **Comments**

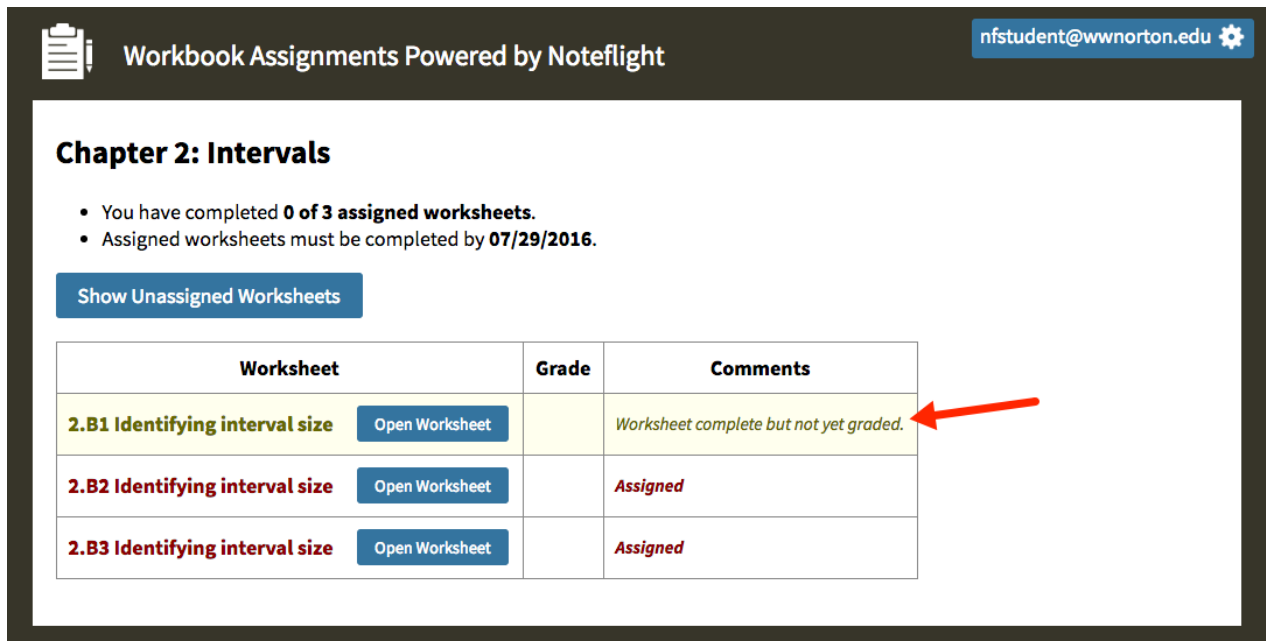
Any worksheets that you complete and submit while not being a member of a Student Set will be sent to your instructor after you join your instructor's Student Set. It is highly recommended that you join your instructor's Student Set prior to completing any worksheets but if you complete worksheets prior to joining a Student Set, your previous work will be saved.

Are the worksheets graded automatically?

No, Noteflight is an online musical notation program that does not have the ability to automatically grade submitted worksheets and the workbook interface simply allows instructors to collect and record grades for your submissions. Your instructor will need to manually grade each individual worksheet that is submitted.

How are the worksheets graded?

Your instructor needs to manually grade each worksheet you submit; you will not receive a grade until your instructor assigns you a grade. After you complete a worksheet and turn it in, the row will be highlighted in yellow and "Worksheet complete but not yet graded" will be displayed in the Comments column.



The screenshot shows a user interface for "Workbook Assignments Powered by Noteflight". At the top right, there is a user email "nfstudent@wwnorton.edu" with a settings gear icon. The main content area is titled "Chapter 2: Intervals" and includes a status message: "You have completed 0 of 3 assigned worksheets." and a deadline: "Assigned worksheets must be completed by 07/29/2016." Below this is a button labeled "Show Unassigned Worksheets". A table with three columns: "Worksheet", "Grade", and "Comments" is displayed. The first row is highlighted in yellow and contains the text "2.B1 Identifying interval size", an "Open Worksheet" button, an empty "Grade" cell, and the comment "Worksheet complete but not yet graded." with a red arrow pointing to it. The second and third rows are labeled "2.B2 Identifying interval size" and "2.B3 Identifying interval size" respectively, both with "Open Worksheet" buttons, empty "Grade" cells, and the comment "Assigned".

Once your instructor grades your worksheet, your grade will be displayed in the Grade column and any comments your instructor has made will be displayed in the Comments column.



Chapter 2: Intervals

- You have completed **1 of 3 assigned worksheets**.
- You will receive a final grade for the Workbook Assignment when your instructor finishes grading all your worksheets.
- Assigned worksheets must be completed by **07/29/2016**.

Show Unassigned Worksheets

Worksheet	Grade	Comments
2.B1 Identifying interval size Open Worksheet	5/5	Good job!
2.B2 Identifying interval size Open Worksheet		Assigned
2.B3 Identifying interval size Open Worksheet		Assigned



Can I print out my completed worksheets?

Yes! After completing the worksheet, click on the print icon found in the score menu.



The screenshot shows the Noteflight interface with a toolbar at the top. A red arrow points to the 'Print' icon in the score menu. Other icons include Play, Transcribe, Record, Save, Instruments, Page View, Zoom, Keyboard, and Connect. Below the toolbar, there are controls for tempo (120), text, and various musical symbols. A notification bar at the bottom says 'Assignment "Chapter 1. Pitch and Pitch Class" Turn In This Score'.

The screenshot shows a worksheet titled '1.2 II A' with a subtitle '(Lyricist)' and '(Composer)'. The instructions are: 'Staff notation Write the letter name of each pitch in the blank below. Treble and bass clefs'. Below the instructions is a musical staff with 12 numbered measures. The first measure contains a treble clef and a whole note 'A'. The remaining 11 measures are empty. At the bottom of the page, there is a 'Done' button and a status bar that reads 'Assignment 1.2, II. A. Staff Notation: Treble and bass clefs (not assigned)'.