

Calculating Final Grades in Learn (D2L)

Types of Final Grades

There are two options for Final Grades when calculating them. Final Calculated Grade and Final Adjusted Grade.

Adjusted Final Grade

- x The Adjusted Grade is the one that is default (look for the one with the icon beside the grades, that is the default that students will see when released).
- x Allows you to manipulate final grades if needed without having to adjust individual item grades.

Final Calculated Grade

- x There is no editing this column. The Grade Items you have setup and the points/weights for each item are what is used to make the final calculation.

Changing the Default Option

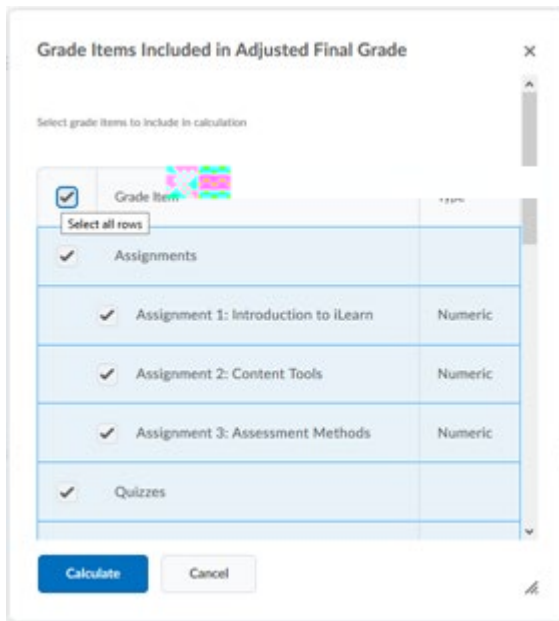
If you do not plan on needing to adjust any of your grades at the end, you may prefer to change the default settings. To change which final grade option is visible to students:

- x Go to Grades— choose the Settings link in the right corner
- x Select the Calculation Options tab and under Final Grade Release choose the option that is best for you. updated, not the Adjusted. If you don't plan to release it to

Calculating the Final Grade

If you chose to keep the final grade updated in the Settings then you will not need to do this step for the Final Calculated Grades since they will already be calculated.

NOTE If you have kept the Calculated Final Grade updated, then you can just choose the Transfer All option in the Final Grades drop



5. Select **Calculate** again.
6. A confirmation prompt will appear letting you know that it will be updating all the records, **Yes**
7. Select **Save OR Save and Close**

Release the Final Grades

Students will not see the grades until you Release them. The easiest way to know if you have done this is you will see the eye icon by the grades. If it is not released, it will have a slash through it.

You can choose an option to Automatically release final grades in the Settings, just be aware that depending on the settings you choose, the students may see completely inaccurate scores.

To release the grades

1. Go to **Grades** and select the arrow beside the Final Grade you are releasing, **Enter Grades**
2. Go to the top where it says Final Grades and choose the arrow to the right
3. Select **Release All**
4. Click **Yes** on the prompted message
5. Click **Save OR Save and Close**

