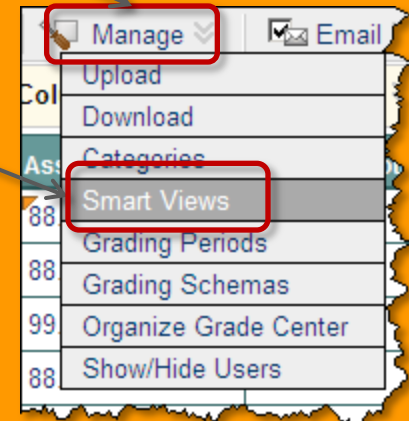



Entering Multiple Grades for a Single Student

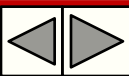
(eCampus 8 - Grade Center)

To enter multiple grades for a single student for , you may want to create a **Smart View** to view all columns for a single student.

In the Grade Center, scroll over **Manage** and click on **Smart Views**.



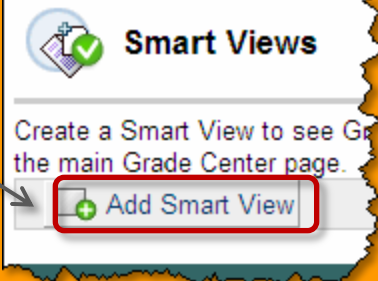
NOTE: To enter grades for **Submitted Assignments**, i.e., , please view the NOTE on the last page of this tutorial.



Entering Multiple Grades for a Single Student

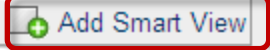
(eCampus 8 - Grade Center)

Click on **Add Smart View**.



Smart Views

Create a Smart View to see Gr
the main Grade Center page.

 Add Smart View

The image shows a 'Smart Views' widget with a green checkmark icon. Below the title, there is a short instruction: 'Create a Smart View to see Gr the main Grade Center page.' At the bottom of the widget is a button labeled 'Add Smart View' with a green plus icon. A red box highlights this button, and an arrow from the text box above points to it.

Entering Multiple Grades for a Single Student

(eCampus 8 - Grade Center)

On the
Add Smart View
page,

1. Type in a
Name, e.g.,
**Single
Student View.**

✓ Add Smart View

Smart View Information

* Name

Single Student View

Description

Selection Criteria

Type of View

- Group (Select one or more groups.)
- Benchmark (Select users based on their performance.)
- Focus (Select individual users.)
- Investigate (Build a full query based on user attributes.)

Select Criteria

Select the groups to include in this Smart View. Hold down the Ctrl button to select

User Criteria: Condition: Value:

Group

Equal to

Filter Results

Columns to Display in Results:

All Columns

Include hidden information

3 Submit

Click **Submit** to finish. Click **Cancel** to quit.

* Required Field

Entering Multiple Grades for a Single Student

(eCampus 8 - Grade Center)

2. Under **Selection Criteria**, select **Focus**.

3. Under **Select Criteria**, select **Selected Users**;
4. select a student's name, e.g., **One, FirstName**.

Leave the **Filter Results** set to **All Columns**.

5. Click on **Submit**, and click on **OK**.
(You will return to the **Grade Center**.)

2 Selection Criteria

Type of View

- Group (Select one or more groups.)
 Benchmark (Select users based on their performance.)
 Focus (Select individual users.)
 Investigate (Build a full query based on user attributes.)

Select Criteria

Select the users and columns to include in this Smart View. Hold down the Ctrl button to
Users:

Selected Users

Student, Eager
Eleven, FirstName
One, FirstName
Thirtyone, FirstName
Twentyone, FirstName
Thirtytwo, FirstName
Twelve, FirstName
Twentytwo, FirstName
Two, FirstName

Select All

Filter Results

Columns to Display

All Columns

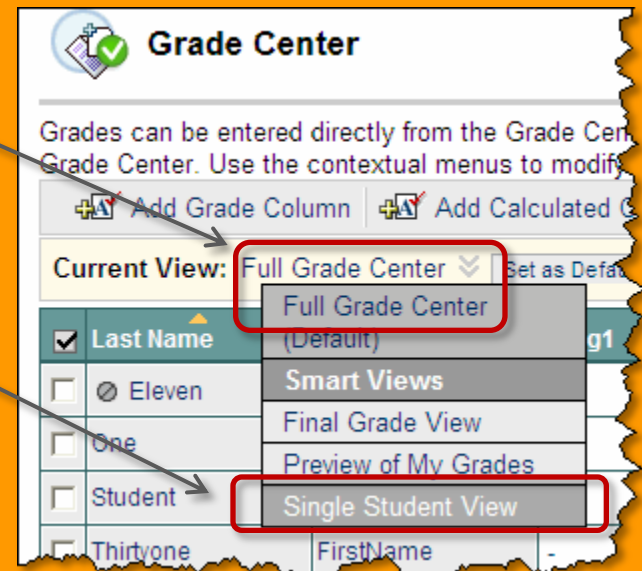
Submit

Submit

Entering Multiple Grades for a Single Student

(eCampus 8 - Grade Center)

On the **Grade Center** page,
next to **Current View**,
scroll over **Full Grade Center**,
and
click on the newly created
Smart View,
Single Student View.



The screenshot shows the 'Grade Center' interface. At the top, there is a green checkmark icon and the text 'Grade Center'. Below this, there is a description: 'Grades can be entered directly from the Grade Center. Use the contextual menus to modify...'. There are two buttons: '+ Add Grade Column' and '+ Add Calculated Column'. Below these is the 'Current View' dropdown menu, which is currently set to 'Full Grade Center'. The dropdown menu is open, showing several options: 'Full Grade Center (Default)', 'Smart Views', 'Final Grade View', 'Preview of My Grades', and 'Single Student View'. The 'Single Student View' option is highlighted with a red box. Below the dropdown menu is a table with columns for 'Last Name', 'Eleven', 'One', 'Student', and 'Thirtyone'. The 'Student' column is highlighted with a red box. The table also has a 'FirstName' column and a '-' column.







Entering Multiple Grades for a Single Student

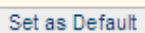
(eCampus 8 - Grade Center)

You can now enter the grades for the selected student, by clicking on the appropriate cell, entering the grade and clicking on **Enter** (on the keyboard).

Grade Center

Grades can be entered directly from the Grade Center page. To enter grades, click on the cell, type the grade value, and press the Enter key to submit. Use the arrow key to move between cells in the Grade Center. Use the contextual menus to modify column properties and access grade details.

 Add Grade Column
  Add Calculated Column
  Manage
  Email
  Reports
  Grade History

Current View: Single Student View  Sort Columns By: Layout Position

<input checked="" type="checkbox"/>	Last Name	First Name	Assg1	Assg2	Assg3	Assg4	assg5	Weighted Total	Total
<input type="checkbox"/>	One	FirstName	78.00	99.00	88.00	99		93.50%	265.00

Selected Rows: 0

NOTE: For **Submitted Assignments**, i.e., , do not enter a grade in a cell.

Click on the cell drop down menu, click on View Attempt and enter the grade.
 For additional information, please view, the tutorial, **Entering Grades in the Same Column**. Learn how to easily enter several (submitted assignments) grades in the same column.