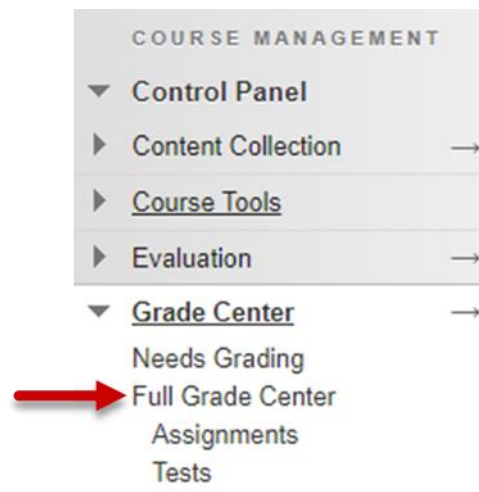


Create a Grading Schema

A grading schema takes the points scored on an item and compares it to the item's total points possible to derive a percentage. Examples when you would use this option include:

- The **letter grading schema** maps percent scores to letter grades
- **Test curve grading schema** can be set up to allow anyone with 86% and above to receive an A. More than one may be set up to reflect different exams.

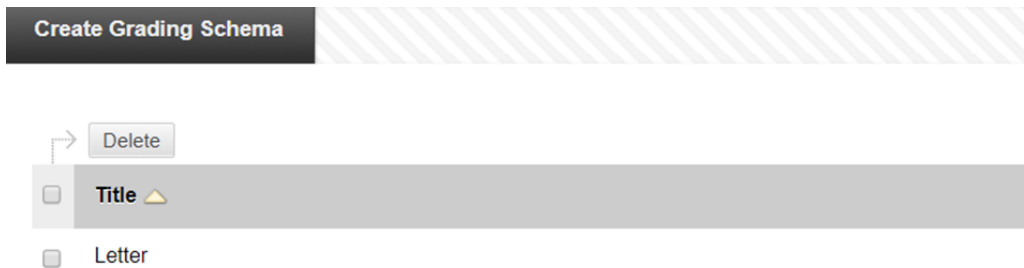
- Select **Grade Center** then **Full Grade Center**



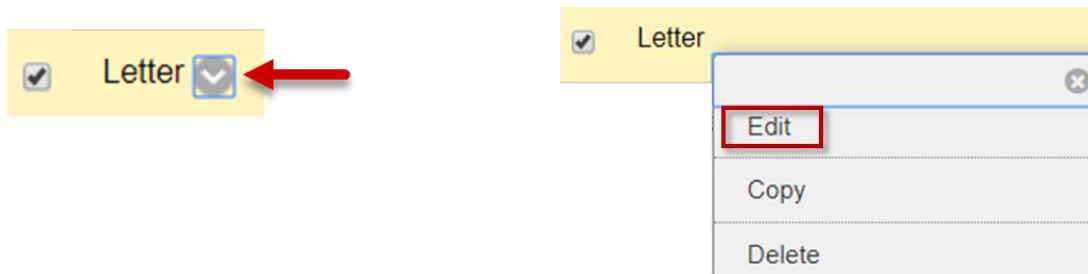
- Select **Manage** then **Grading Schemas**



- Letter is the defaulted option, however you may select **Create Grading Schema**.



- To edit the letter grading schema, click the dropdown arrow next to letter and select **edit**.



- The following image displays the default options which may all be modified by inserting/deleting rows, changing the grades score between and the calculated percentages.

Grades Scored Between	Will Equal	Grades Manually Entered as	Will Calculate as	
97 % and 100 %	A+	A+	98.5 %	
94 % and Less Than 97%	A	A	95 %	Delete Row
90 % and Less Than 94%	A-	A-	91.5 %	Delete Row
87 % and Less Than 90%	B+	B+	88.5 %	Delete Row
84 % and Less Than 87%	B	B	85 %	Delete Row
80 % and Less Than 84%	B-	B-	81.5 %	Delete Row
77 % and Less Than 80%	C+	C+	78.5 %	Delete Row
74 % and Less Than 77%	C	C	75 %	Delete Row
70 % and Less Than 74%	C-	C-	71.5 %	Delete Row
67 % and Less Than 70%	D+	D+	68.5 %	Delete Row
64 % and Less Than 67%	D	D	65 %	Delete Row
60 % and Less Than 64%	D-	D-	61.5 %	Delete Row

- When complete, click **Submit**

