How to see and grade posts in a discussion topic

1. Click on Course Tools > Discussions and then the thread **Introduce yourself to the class**
2. Click on the dropdown menu and select **Assess Topic**

Introduce yourself to the class ⌄

🕐 Available on Thursday, August 20, 2020 12:00 AM EDT until Friday, January 1, 202...

⭐ Subscribed

Please introduce yourself to me and your fellow classmates by te...
1. one thing you hope to gain from taking MA 15300 (understan...
topic, etc.)
2. your major, if you have declared it yet.
3. three interesting facts about yourself (in any order), two of w...
one which is a bald-faced lie. (For fun do not indicate which of t...

Then post a reply to at least two other classmates' posts. For +1...
photo of yourself. (If more than one person is in the photo, pleas...
one is you.)

Rubrics

⊞ Self-Introduction

| View Topic in Grid View |
| Mark All Threads as Read |
| Mark All Threads as Unread |
| Edit Topic |
| Assess Topic |
| View Topic Statistics |
| Manage Exemptions |
| Hide Description |
| Delete Topic |

3. Click on Topic Score

Assess Topic - Introduce yourself to the class

| Publish All Feedback | Retract All Feedback | Manage Columns | Manage Exemptions |

Users   Assessments

View By: User ⌄   **Apply**

Search For... 🔍 | **Show Search Options**

View Options
Show Topic Score ⌄

Click on Topic Score to see Ima's posts.

🔓 Publish Feedback   🔒 Retract Feedback

☐	First Name, Last Name	Score	Status
	Ima Student		
☐	Topic Score	- / 5 (-%)	Not yet evaluated
	Seymour Posts		
☐	Topic Score ← Shows Seymour's work	- / 5 (-%)	Not yet evaluated

4. Enter a grade in the first of the posts according to the rubric. Add feedback. Then click on Publish. It will then appear in the Gradebook.

Ima Student
1 thread, 2 replies
3 unscored posts

Maximum Post Score: 0 / 5

Criteria	Level 5 5 points	Level 4 4 points	Level 3 3 points	Level 2 2 points	Level 1 1 point	Criterion Score
Grading Criteria **Add Feedback**	You posted a self-introduction per the criteria in the instructions and responded to two or more classmates' posts	You posted a self-introduction per the criteria in the instructions and responded to only one other classmate's post.	You posted a self-introduction per the criteria in the instructions but did not respond to any posts	You responded to two or more classmates' post but did not post a self-introduction.	You responded to only one other classmate's post but did not post a self-introduction.	/ 5
Total						0 / 5

Overall Score

Level 5 5 points minimum	Level 4 4 points minimum	Level 3 3 points minimum	Level 2 2 points minimum	Level 1 1 point minimum

General Feedback

▶ ⬚ ⤺ ▾ | Paragraph ▾ | **B** *I* U ▾ | •••

Great to meet you, Ima. This is an excellent academic goal. I think #3 would be awesome if it were true.
- John

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Enter feedback here.

Enter grade here

Sort By: Post Date ▾

Post	Score
Self Introduction - *Aug 24, 2020 9:32 AM* Hi, my name is **Ima Student** One thing that I hope to gain from taking MA 15300 would be to improve my math skills and prepare myself for calculus. My major is accounting. Two truths and a lie: 1. I have broken my ankle twice while jumping on a trampoline. 2. I have never been on an airplane. 3. I have to golden retrievers and their names are Thor and Loki.	[ ] /5
Self Introduction - *Aug 25, 2020 11:33 AM* Was the lie that you have always hated math?	[ ] *Ignore this box*
Self Introduction - *Aug 25, 2020 11:35 AM* Is the lie that you have three dogs?	[ ] /5 *Ignore this box*

20 per page ▾

Publish   Save Draft

If a student has not posted anything yet, send out a friendly reminder.
If interested, you can set up an Intelligent Agent as described in this Webinar to automatically send a reminder.