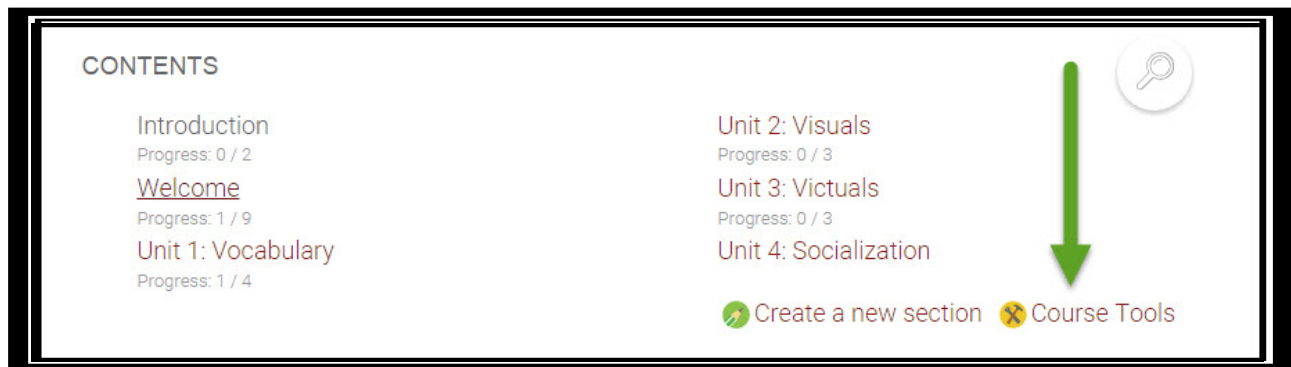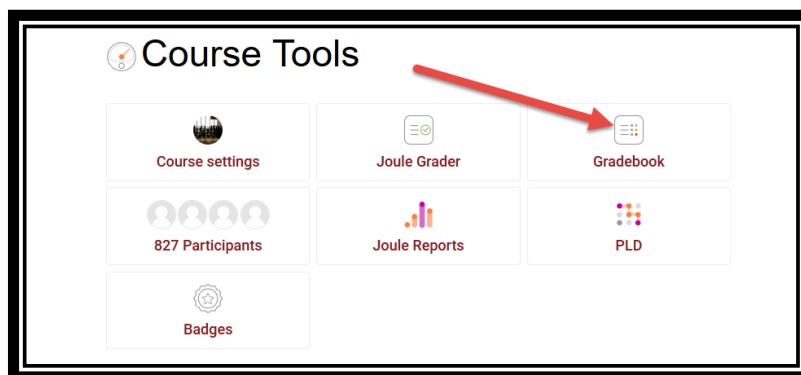# Removing a Grade Override in the Grade Book

If an activity or category total grade in the gradebook is not updating when changing a student's score from a quiz, assignment, or forum's grading screen, the grade is likely overridden. A grade override prevents any type of update on the grade except for manual updates done within the gradebook itself. The most common reason a grade will be overridden is that the grade has been intentionally or accidently added, changed, or deleted manually from the Joule Gradebook. Also, grades for individual items are sometimes accidentally entered to the Category Total instead of the specific item. This overrides the category total, preventing the total from calculating the student's correct score for the entire category. Below are the steps for removing a grade override for a grade or category total.
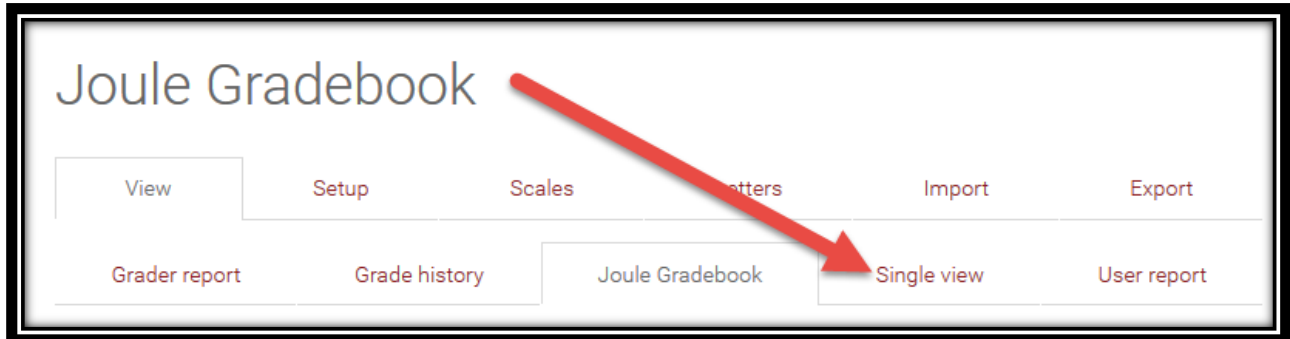
To remove a grade override, select the **Course Tools** link in from the **CONTENTS** menu:
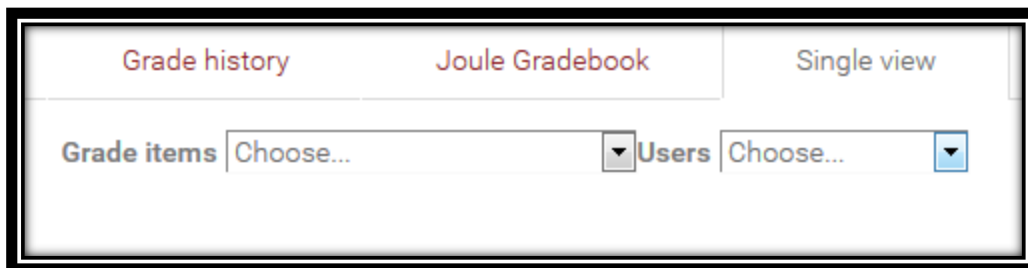


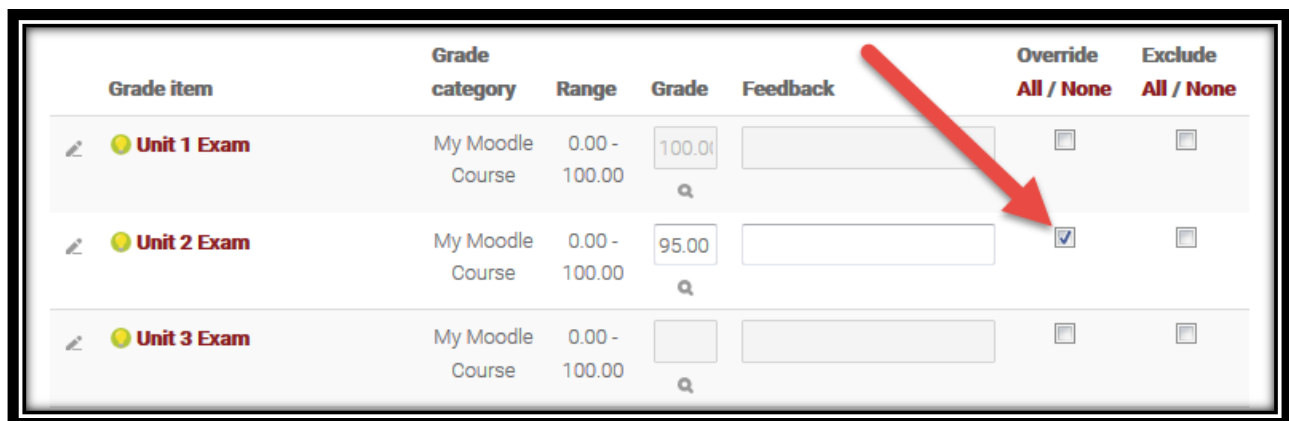In the **Course Tools** menu, select **Gradebook**.

Next, click the **Single view** link, just beneath the row of tabs:



Next, select either a specific student or grade item (such as a Quiz or category total) to remove the overrides for that student or item.



This will load either all of a student's grades, or the grades of all students for the specified grade item. In either case, locate the grade item for which you wish to remove the override, then deselect the checkbox box in the **Override** column.

Use the **Update** button to save the change. The page will reload, and you will see that the override has been removed.

If the student had a grade previously it will automatically be repopulated in the gradebook.

| | Grade item | Grade category | Range | Grade | Feedback | Override All / None | Exclude All / None |
|---|---|---|---|---|---|---|---|
| ✎ | ◯ **Unit 1 Exam** | My Moodle Course | 0.00 - 100.00 | 100.0(  🔍 | | ☐ | ☐ |
| ✎ | ◯ **Unit 2 Exam** | My Moodle Course | 0.00 - 100.00 | 50.00  🔍 | | ☐ | ☐ |

Please note that this will only occur for items which were completed in Moodle, such as Quizzes, Assignments, or Forums. Also, if a student has not completed the activity, the grade will return to the empty state.

If you need assistance or have any questions please contact the Center for Learning and Teaching at 405.682.7838.