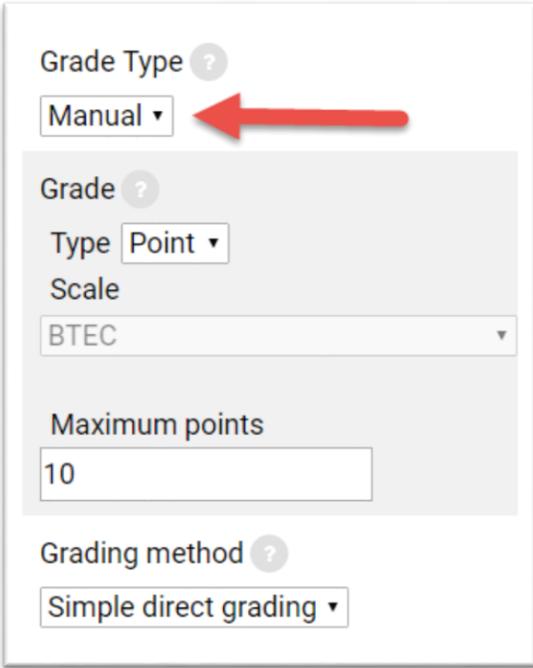


## Grading Moodlerooms Forums with the Moodlerooms Grader

The Moodlerooms Grader allows instructors to read individual students' discussion posts, enter a grade, and provide feedback on the same page for an Moodlerooms Forum. Grades and feedback entered in the Moodlerooms Grader will automatically appear in the Moodle gradebook.

In order to access an Moodlerooms Forum in the Moodlerooms Grader, the grade settings must first be set to Manual grading in the forum's settings page.



The screenshot shows the 'Grade' settings for a Moodle forum. The 'Grade Type' dropdown menu is set to 'Manual', which is highlighted by a red arrow. Other settings include 'Grade Type' set to 'Point', 'Scale' set to 'BTEC', 'Maximum points' set to '10', and 'Grading method' set to 'Simple direct grading'.

### **NOTE**

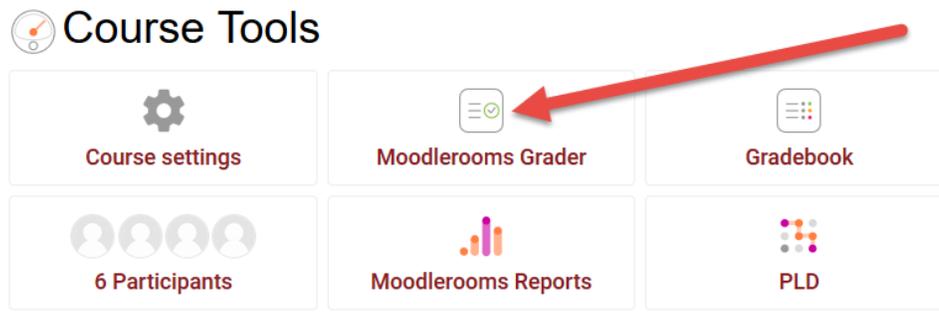
**This guide provides an overview of the simple direct grading method. If you would like more information about grading with a checklist, marking guide, or rubric in the Moodlerooms Grader, please contact the CLT.**

## Opening the Moodlerooms Grader

From the course homepage, choose **Course Tools**.

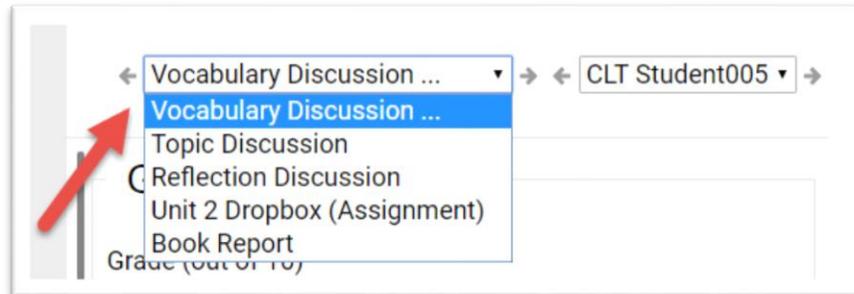


Select **Moodlerooms Grader**.

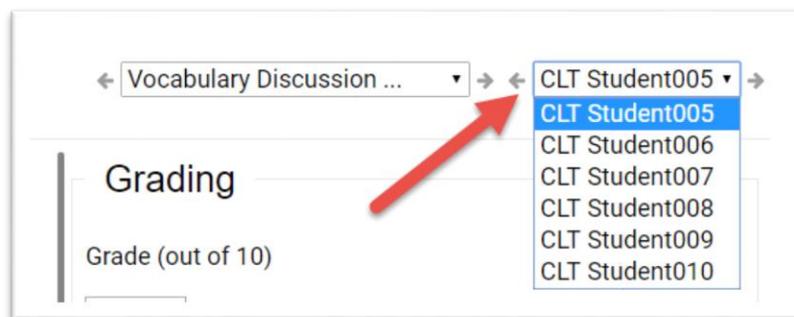


## Grading in the Moodlerooms Grader

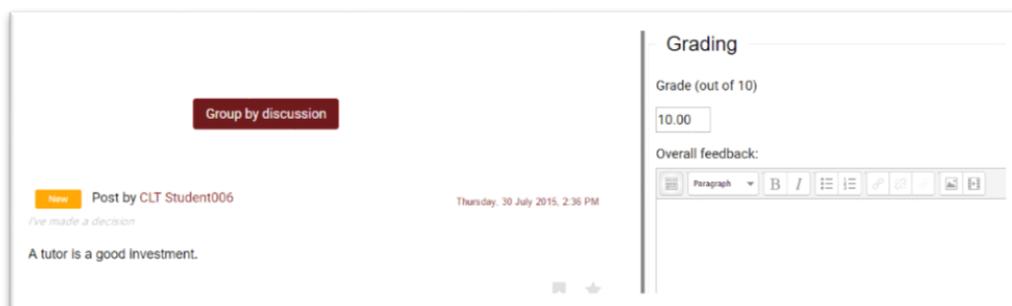
The activity dropdown menu in the top right provides a list of assignments that can be graded in the Moodlerooms Grader. Choose the name of the Moodlerooms Forum you wish to grade:



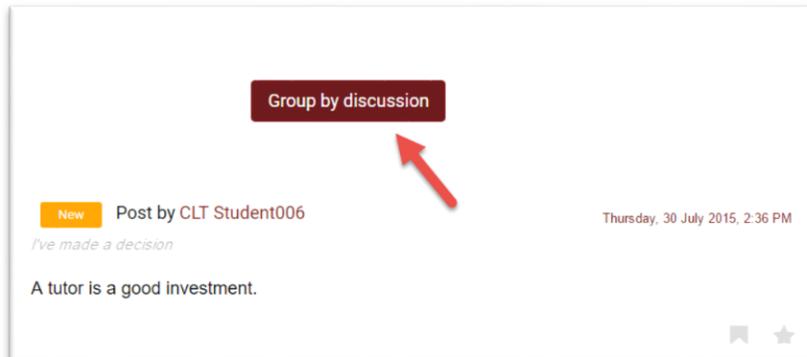
The user dropdown menu allows you to select a specific student's posts to view.



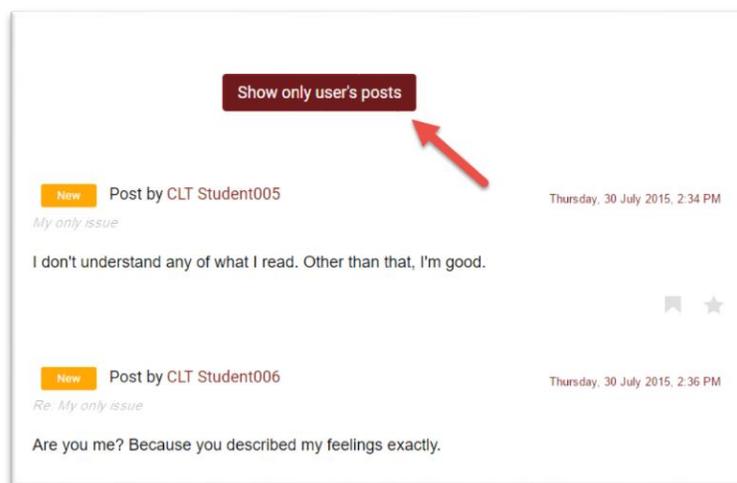
The posts made by an individual student will be listed on the left side of the page. The student's grade for the forum and any feedback can be entered on the right. Both the grade and feedback will be added to the Moodle gradebook.



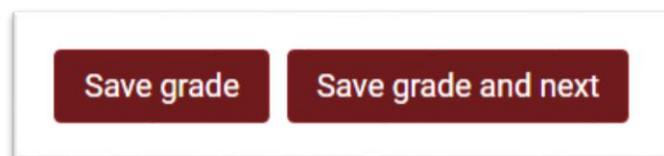
To see a student's post in context, select **Group by Discussion**.



To return to see only the student's posts, select **Show Only User's Posts**.



Once you have finished grading a student's work, select **Save grade** or select **Save grade and next** to go to the next student's work.



If you have any questions or need assistance please contact the Center for Learning and Teaching at 405-682-7838 or [clt@occc.edu](mailto:clt@occc.edu).