PORTFOLIO: GRADE AN ASSIGNMENT



Once students have submitted work into the portfolio, it can be graded via the grade center.

Instructions

 Go the grade center and locate the portfolio assignment column. A new submission is indicated by a yellow circle with a white exclamation mark. Click the down arrow to view a student portfolio submission.



2. Select the Attempt from the menu.



3. View the portfolio submission in its entirety by clicking on the **arrow** pointing left. All pages and sections are clickable from the this left menu. When done viewing, enter the grade in the box on the right under Attempt (in pink). Leave meaningful **Feedback to Learner** in the textbox provided.

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1	Assignment Instructions \vee	Assignment Details ~		53 >
Travel Photos		GRADE LAST GRADED ATTEMPT	1	_ /100
Paris, France	10 48.1 40 744	ATTEMPT 10/6/21 1:35 PM		/100
	A	Feedback to Learner For the toolbar, press ALT	+F10 (PC) or ALT+	FN+F10 (Mac).

4. Click **Submit** to save.

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Cancel	Save Draft	Submi

5. You will be returned to the grade center. You can continue to grade more submissions by repeating these steps.