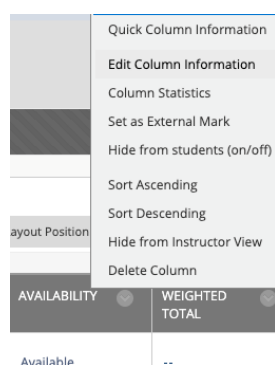


## Using Weighted Columns

Weighted columns in Blackboard Grade Centre can help you keep track of student progress, and review grades at the end of semester.

You already have a column in Grade Centre called “Weighted Total”, and you can choose to use this column, or to create a new one. You can have more than one weighted column.

To use the existing one, in Grade Centre choose to Edit Column Information by clicking the arrow to the right of the column title Weighted Column:



Decide how you want the information displayed. If you want students to have access to this column, choose a setting for the Primary Display for their eyes, and a Secondary Display for your eyes.

For example, you may only want them to see a grade, so choose UNDA Schema in the Primary Display and Score or Percentage in the Secondary Display. There's also the option of choosing Complete/Incomplete for either of these displays:

Primary Display

UNDA Schema

*Calculated marks display in this format in both the Grade Centre and My Marks.*

Secondary Display

Percentage

*This display option is shown in the Grade Centre only.*

The functionality of the weighted column is in the Select Columns area. Choose columns or categories to be included in the calculation from the lists on the left, and click the arrow in the centre to transfer them to the Selected Columns area.

*Select the columns and categories to include in this weighted mark and then set the weight percentages.*

Include in Weighted Mark

Columns to Select:	Selected Columns:
Assessment 3	
Total	
Column Information:	
Categories to Select:	
Turnitin Direct Assignment	
Assignment	
Survey	
Test	
Discussion	
Blog	
Category Information	

Selected Columns:
Enter the weight percentage for each item. Percentages should add up to 100 percent.
* <input type="text"/> % Column: Assessment 1
* <input type="text"/> % Column: Assessment 2
* <input type="text"/> % Column: Assessment 3

Type into the box next to each chosen column the assessment weight. The weights should add up to 100%.

Next, choose whether this column will be a running total or not. A running total will only include assessments that have been marked, so will give a mark to date. Choosing “No” here will give any assessment without a mark a score of zero.

Calculate as running total

☒ Yes ☐ No

A running total only includes items that have marks or attempts. Selecting **No** includes all items in the calculations, using a value of 0 for an item if there is no mark.

Here is an illustration of the difference between the two:

This is a Yes for running weighted total:

ASSESSMENT 1 30%	ASSESSMENT 2 20%	ASSESSMENT 3 50%	WEIGHTED TOTAL
70.00%	70.00%	--	70.00%

and this is a No:

ASSESSMENT 1 30%	ASSESSMENT 2 20%	ASSESSMENT 3 50%	WEIGHTED TOTAL
70.00%	70.00%	--	35.00%

You can then choose what else can be done with this column – whether to include it in other Grade Centre calculations, whether students can see it in My Grades, or if students have access to the statistics generated from this column.

#### OPTIONS

Select **No** for the first option to exclude this Grade Centre column from calculations. Select **No** for the second option to hide this column from Students in My Marks. Select **Yes** for the third option to show column statistics to Students in My Marks.

Include this column in Grade Centre calculations

☒ Yes ☐ No

Show this column to students

☒ Yes ☐ No

Show Statistics (average and median) for this column to Students in My Marks

☐ Yes ☒ No

If you’ve just included columns with assessment marks, a weighted column can be used to check students’ final marks before they’re imported into Peoplesoft. Choose Column Statistics by clicking the arrow to the right of the column name you’d like to get the statistics for (in this case, the Weighted Column):

	Quick Column Information
	Edit Column Information
	Column Statistics
	Set as External Mark
	Hide from students (on/off)
	Sort Ascending
	Sort Descending
Layout Position	Hide from Instructor View
	Delete Column
AVAILABILITY	WEIGHTED TOTAL
Available	--

This will give you an overview of the mark distributions and statistics. The Mark Distribution column on the right will use the Primary Display setting for the column. If you just want to look at the distribution of grades rather than scores, choose for the Primary Display to be the UNDA Schema (in Edit Column Information).

Column **Weighted Total ()** < >

#### COLUMN DETAILS

Column
Weighted Total ()
Points Possible
34 (may vary by student)
Description
The weighted sum of all marks for a user, based on item or category weighting.

#### STATISTICS

Count	43
Minimum Value	0.00%
Maximum Value	82.99999%
Range	82.99999
Average	47.67906%
Median	53.99999%
Standard Deviation	26.99834
Variance	728.91036

#### STATUS DISTRIBUTION

Null	0
In Progress	0
Needs Marking	0
Exempt	0

#### MARK DISTRIBUTION

Greater than 100	0
90 - 100	0
80 - 89	3
70 - 79	7
60 - 69	9
50 - 59	4
40 - 49	7
30 - 39	2
20 - 29	2
10 - 19	2
0 - 9	7