This handout contains the exact same information as the corresponding Blackboard Learn Assignments and Assessments videos which are available at http://www.youtube.com/playlist?list=PL7056BD464C2B8BF9.

Grading a Self and Peer Assessment

After students have completed the “Self and Peer Assessment”, the results will need to be forwarded to the Grade Center.

☐ Step-by-step

✓ To get started, **click** on the Course Tools link in the left menu.

✓ **Click** the Self and Peer Assessment link.

✓ *The Self and Peer Assessment* page appears. This page will display all the self and peer assessments that have been created in the course. **Hover over** the Self and Peer Assessment you want to see the options for. For this tutorial it is **Self and Peer Assessment 1**. **Click** the grey drop-down button that appears next to the assessment title.

☐ Three options appear:

✓ **View Submissions** shows the individual student submissions.

✓ **View Evaluations** shows the evaluations from the students.

✓ **View Results** shows the scores received by students.
✓ **Click** View Results.

![View Results](image)

✓ The Results page appears. The results of each student will be displayed, including Average Percentage, Average Scores, Results Sent, Evaluated Self, and number of Evaluators of each student’s work.

✓ **Click** the Send Results to Grade Center button.

![Send Results to Grade Center](image)

✓ A confirmation message will be displayed stating that the grades have been submitted. To verify that the grades have reached the Grade Center, go to the Full Grade Center. To do this, **click** the Grade Center link on the left menu, then **click** Full Grade Center.

![Full Grade Center](image)

✓ The Full Grade Center page will appear and the **Self and Peer Assessment 1** column will show the grade for each student.