

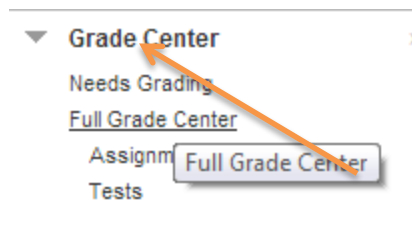
# Updating the Grade Schema in Blackboard



The following instructions walk you through the final grade schema in your Blackboard course (MyParker Learn) using a content item. Grading Schemas define the letter grade breakdown for your course. Grading Schemas are typically set in the default template for your course and will not need to be revised. These instructions are available on the [Information Technology](#) site on MyParker. Review your Blackboard Essentials online course for additional information regarding the Grade Center.

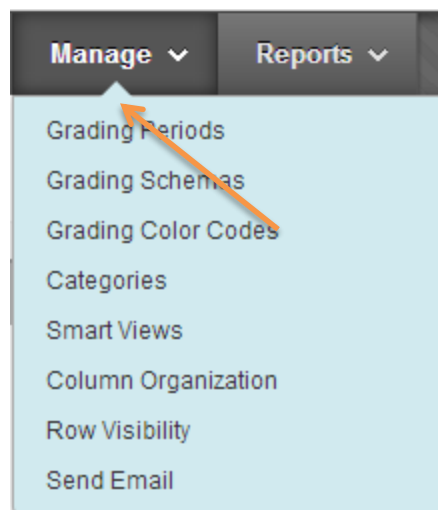
1. Navigate to the full grade center of your course in the control panel.

Figure 1 Blackboard Bottom Left Menu



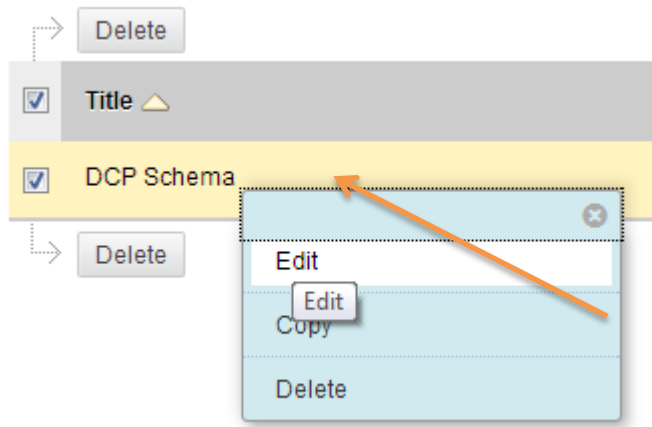
2. From the full grade center page, mouse over the **Manage** tab and click on **Grading Schemas**.

Figure 2 Manage Grading Schemas



3. Edit the appropriate schema for your program (DCP for DC program, Parker Default for MT program).

Figure 3 Edit Existing Schemas



4. Change the grade schema to reflect the appropriate numerical-to-letter grade breakdown (example below).

Figure 4 DCP Schema

Grades Scored Between	Will Equal
<input type="text" value="89.5"/> % and 100%	<input type="text" value="A"/>
<input type="text" value="79.5"/> % and Less Than 89.5%	<input type="text" value="B"/>
<input type="text" value="69.5"/> % and Less Than 79.5%	<input type="text" value="C"/>
<input type="text" value="0"/> % and Less Than 69.5%	<input type="text" value="F"/>

5. Click the **Submit** button to save the settings.

## How to Create a Grading Schema

This is a simple task the instructor may perform as needed:

1. Click Create Grading Schema as displayed in Figure 5
2. Add two extra rows to the table using the small arrows at the bottom right as displayed in Figure 6
3. Fill in the other information on the screen in Figure 5 and click Submit

Parker Information Technology Department will automate as much of the process as possible, and appreciate your advising us when there are problems.

Figure 5 Grade Center > Full Grade Center > Manage > Grading Schemas

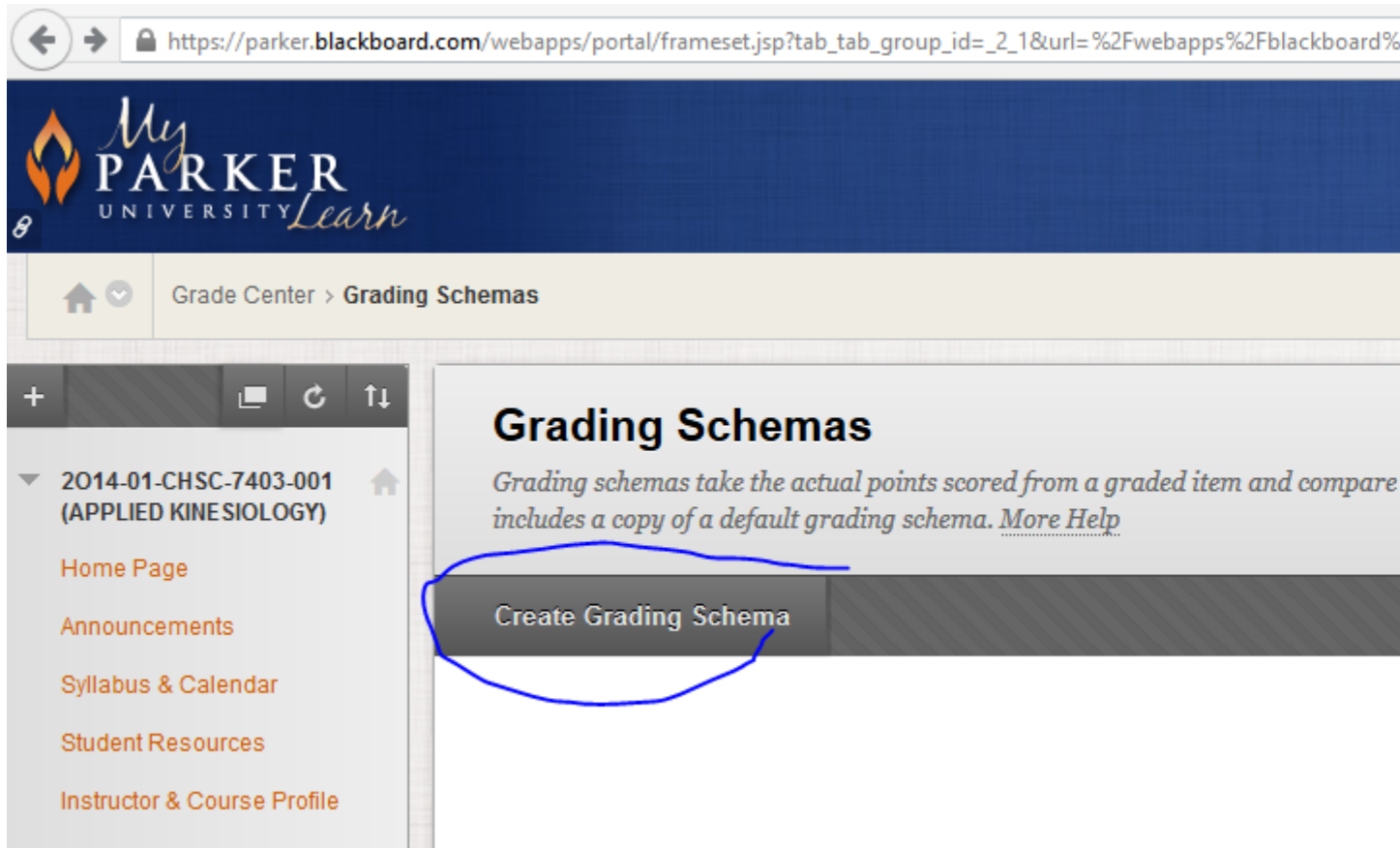


Figure 6 Add rows and fill in the information

## Create Grading Schema

*Grading schemas map percent scores to letter grades or some other notation for reporting performance. [More Help](#)*

**\* Indicates a required field.**

### 1. Schema Information

\* Name

Description

### 2. Schema Mapping

*Grade Center columns that are automatically graded, such as Tests, will be converted to this display option according from each symbol into a percentage of points possible must be provided.*

Grades Scored Between	Will Equal	Grades Manually Entered as	Will Calculate as
<input type="text" value="89.5"/> % and 100%	<input type="text" value="A"/>	A	<input type="text" value="98.5"/> %
<input type="text" value="79.5"/> % and Less Than 89.5%	<input type="text" value="B"/>	B	<input type="text" value="85"/> %
<input type="text" value="69.5"/> % and Less Than 79.5%	<input type="text" value="C"/>	C	<input type="text" value="75"/> %
<input type="text" value="0"/> % and Less Than 69.5%	<input type="text" value="F"/>	F	<input type="text" value="55"/> %

### 3. Submit

*Click Submit to proceed. Click Cancel to quit.*

Figure 7: After Submit

Success: created Grading Schema: DCP Schema.

## Grading Schemas

Grading schemas take the actual points scored from a graded item and compare it to the total points possible for the item. This page includes a copy of a default grading schema. [More Help](#)

Create Grading Schema

<input type="checkbox"/>	Title ▲	
<input type="checkbox"/>	DCP Schema	2

Delete

Delete