Color Coding Your Grade Center

The “Grading Color Codes” feature of the Grade Center can be enabled to evaluate student grades or grade-status indicators against specific criteria. When a criterion is matched, the tool automatically highlights the matching grade cell with a background-color associated with the criterion. This can be a very useful and powerful tool for identifying students at-a-glance who may need the instructor’s intervention or remedial assistance.

Enabling Color Coding

1. In your Full Grade Center, roll your mouse over the MANAGE button and select GRADING COLOR CODES from the drop-down menu.

2. On the Grading Color Codes page, check the ENABLE GRADING COLOR CODES checkbox.
3. Under **COLOR CODE OPTIONS**, use the color picking tools to assign your own colors to highlight cells with the In-Progress, Needs Grading, and Exempt grading status.

If you would like to add your own color-code criteria for Grade Ranges, scroll further down the page and click the **ADD CRITERIA** button.

4. If you choose to “Add a Criteria”, a small form will appear. Pick your Grade Range, background-color, and text-color. Grade Ranges can be defined by Less Than, More Than, or Between criteria. You can make multiple grade range color-codes; however, the grade ranges must not overlap.

5. When you are done, click **SUBMIT** to save your changes and apply the color-coding to your Grade Center.
Example of Color-Coded Grade Center

In the Screen Reader mode, the table is static and grades may be entered on the Grade Details page accessed by selecting the table cell for the grade. In the Interactive mode of the Grade Center, grades can be typed directly in the cells. Use the arrow keys or the tab key to navigate through the Grade Center and the Enter key to submit a grade. More Help.

The “Needs Grading” criterion is useful for identifying instances where a student has submitted work that is pending grading by the instructor. In this example, all cells meeting this criterion have a light-green background.

The “In-Progress” criterion is useful for flagging incidents where a student may have saved but not submitted an assessment or experienced a technical issue. In this example, all cells meeting this criterion have a yellow background.

The Grade-Range criterion is useful for flagging grades that fall below a passing score. For example, you could highlight all grades in the Grade Center that are less than 75% with a pink background and red text by setting a Grade Range criterion. By using this setting, any grade within this range will automatically display as highlighted in pink.