

Natural aggregation Gradebook

If your grading aggregation is set up such that the class has a set number of total points – as opposed to one where you weight different grade categories differently, you will want to use Natural grading aggregation.

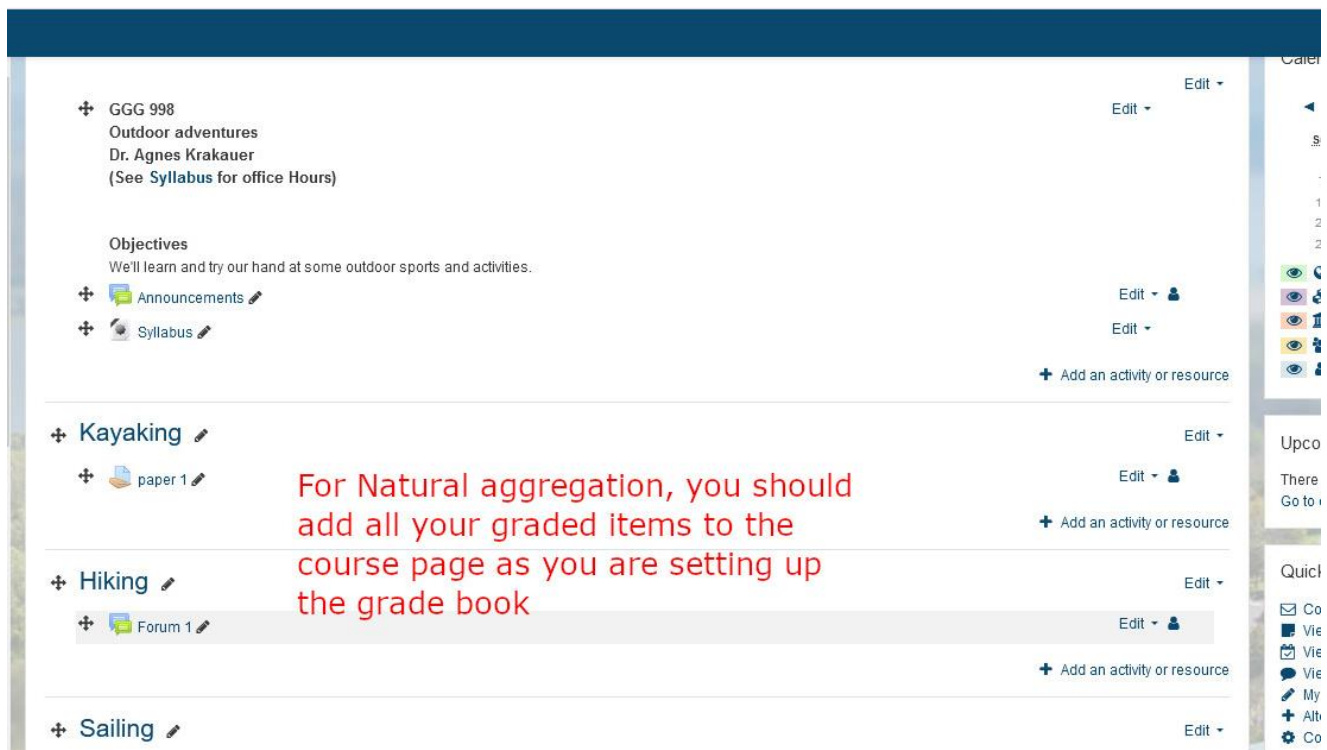
If your syllabus looks something like the image below, this is the type of grade aggregation that you need. This is a mix of papers, exams and a forum and the total number of points available in the class is 650.

Grades:

Your grades are based on this:

Paper 1	100
Paper 2	200
Midterm	100
Final	200
Forum	50
	650

1. Add your graded activities to the course page. We've added 2 assignments for the papers, 2 quizzes for the tests and a forum. You'll want to give each grading item the number of points available in the syllabus above in the Maximum points area for each activity because the activities default to 100 points. The place where you'll do this is in the settings, but the exact location differs by activity.

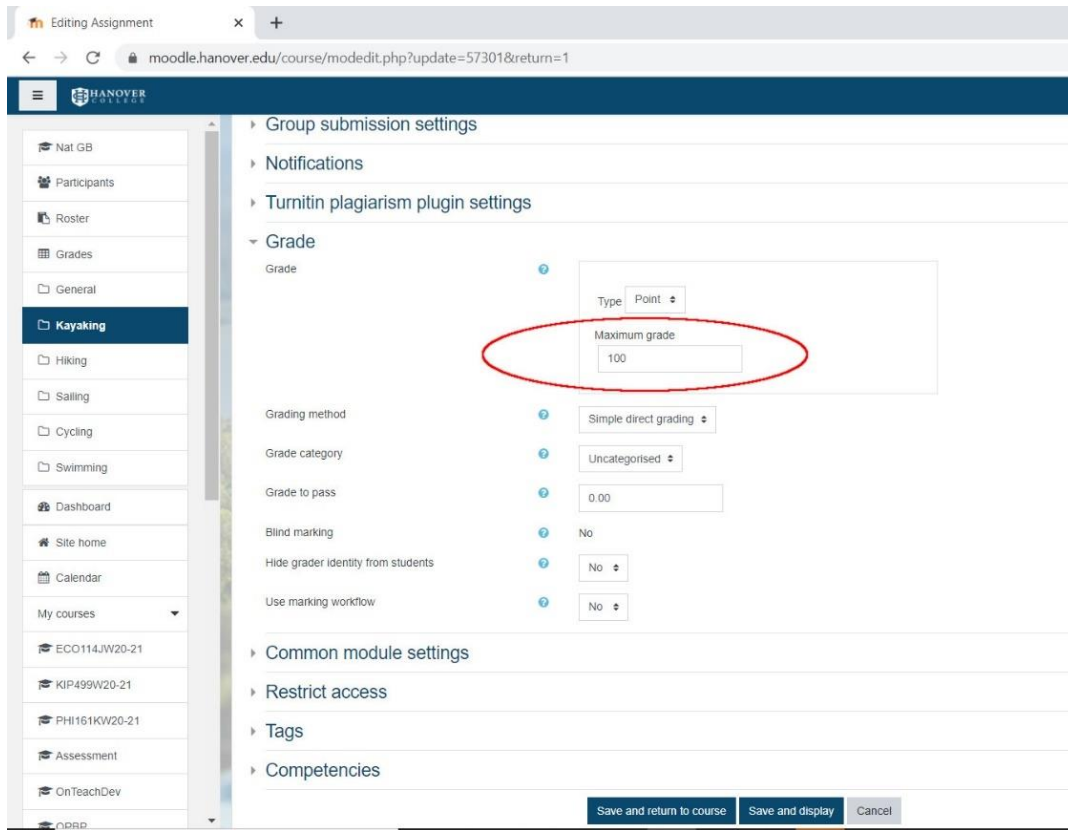


The screenshot shows a course page for 'GGG 998 Outdoor adventures' by Dr. Agnes Krakauer. The page lists several activities with their respective point values:

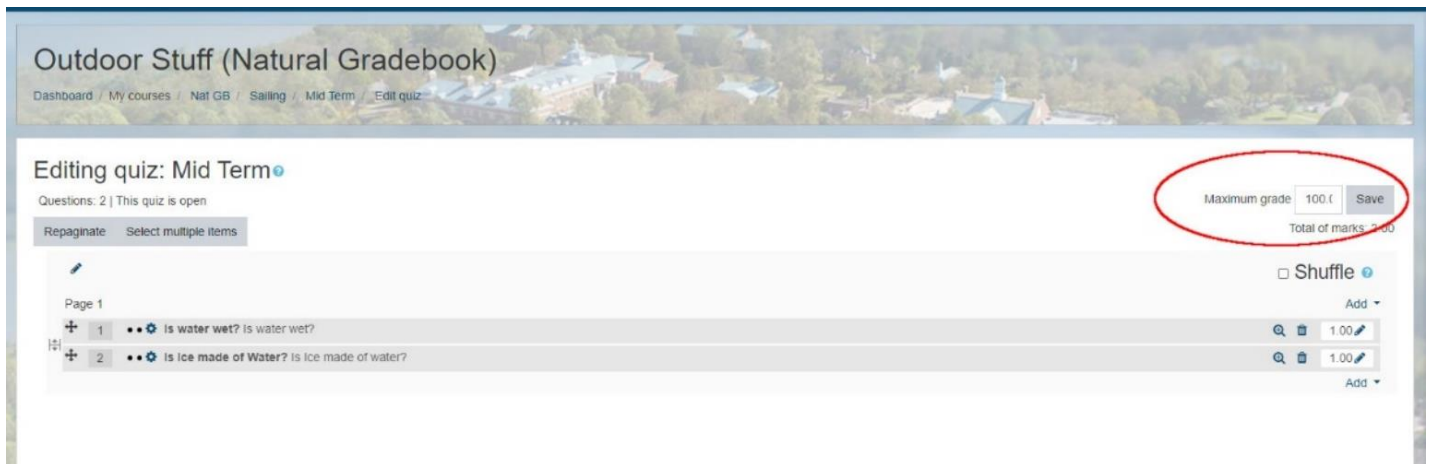
- Kayaking**: paper 1 (100 points)
- Hiking**: Forum 1 (50 points)
- Sailing**: (No specific activity listed)

Red text overlaid on the screenshot reads: "For Natural aggregation, you should add all your graded items to the course page as you are setting up the grade book".

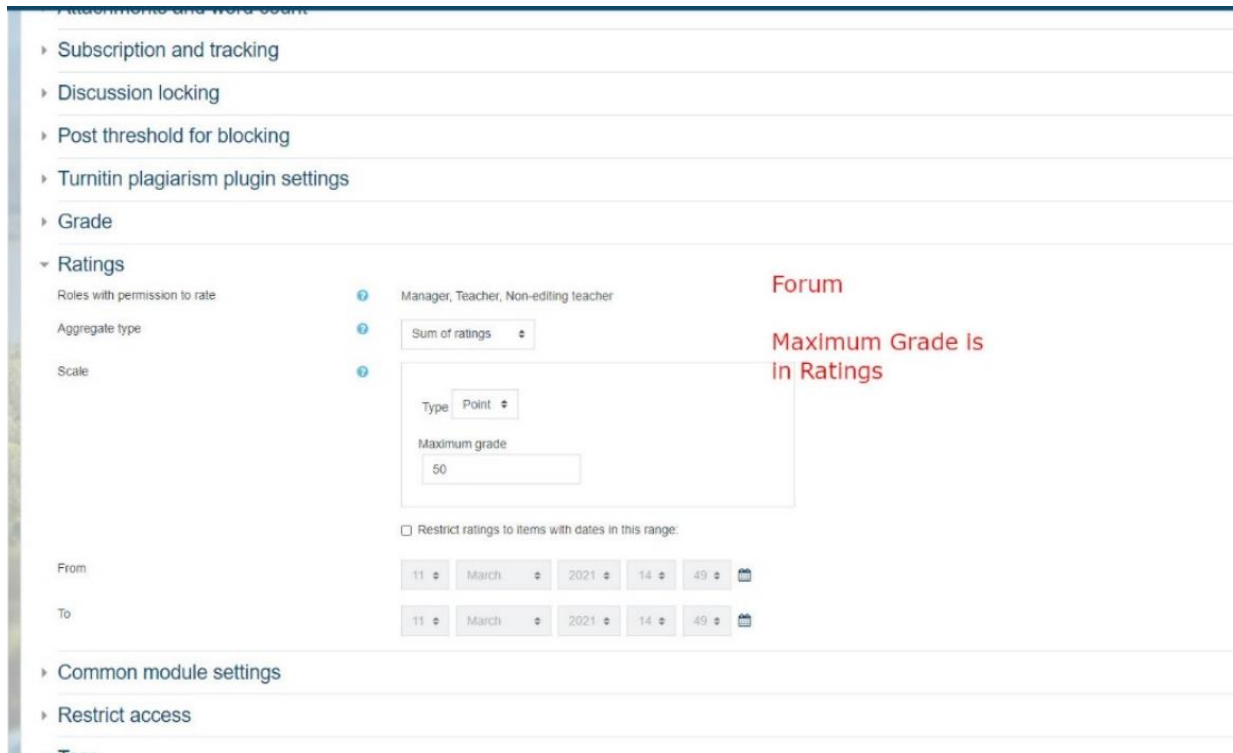
2. For Assignments, you will see the maximum points under the Grade link in the Edit Settings area. While the default is 100 points., you will want to make this conform to the number of points for this activity. This is paper 1 which is worth 100 pts. If it were paper 2, you will want to change it to 200 pts, then save.



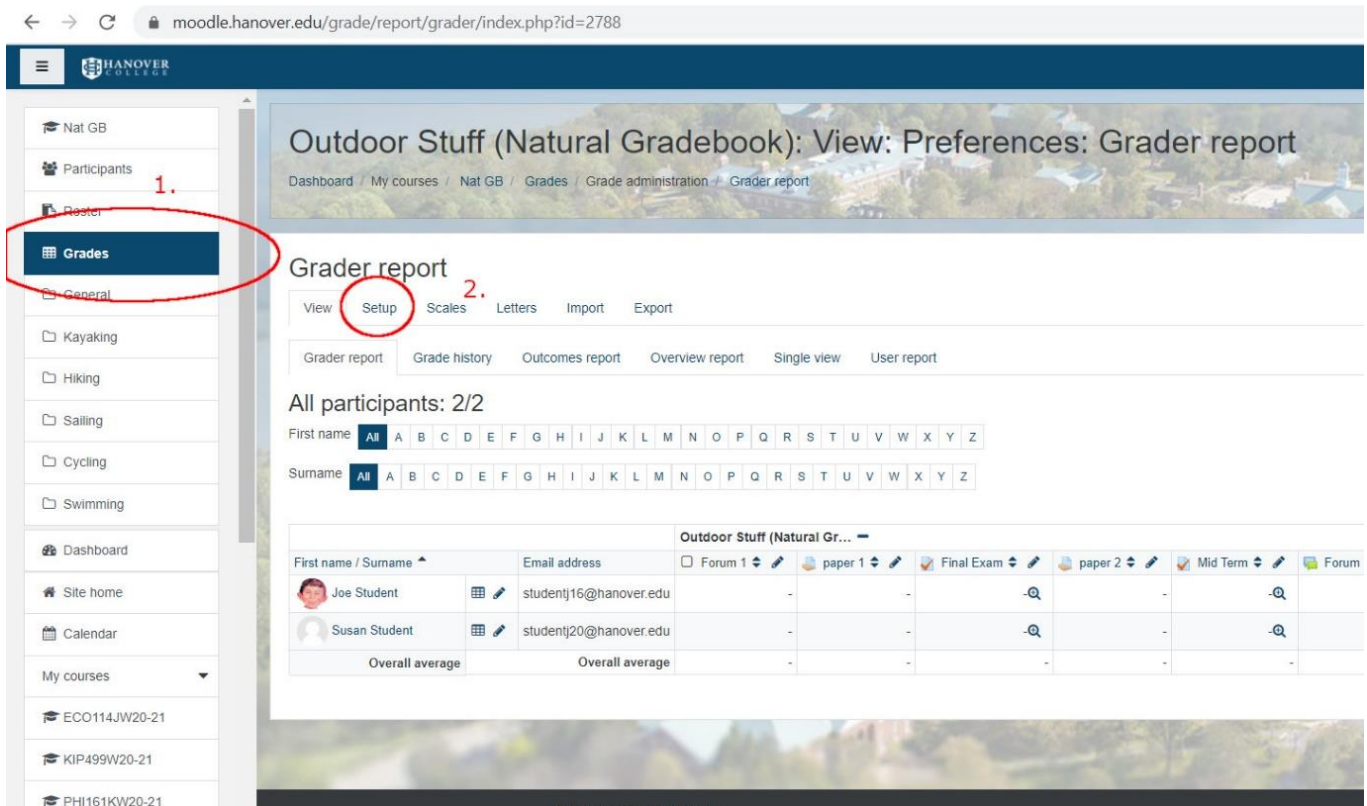
3. For Quiz, the maximum points area is found on the Edit Quiz area, where you add questions to the actual quiz. The maximum points are in the area next to Save. This is the midterm, which is worth 100 on our syllabus. If it were the Final, which is worth 200, and you will want to change the maximum points to 200.



- For the Forum activity, you will need to go to Ratings to change the maximum points for the activity. We have changed this from the default of 100 points to 50 points. This [link](#) gives you some help with grading forums with Ratings.



- Click on the Grade tile to the left to access the gradebook. The Default is this screen with the View tab and the Grader Report active. You can use this for manual grading, but we need to click on the Setup tab to view the gradebook setup.



6. You'll see the screen below. Make sure that the total points on the syllabus equals the total number of points. Next click on the link for Edit under Actions.

Outdoor Stuff (Natural Gradebook): Setup: Gradebook setup

Dashboard / My courses / Nat GB / Grades / Grade administration / Setup / Gradebook setup

Gradebook setup

View Setup Scales Letters Import Export

Gradebook setup Course grade settings Preferences: Grader report

Name	Weights	Max grade	Actions
Outdoor Stuff (Natural Gradebook)		-	Edit
paper 1	15.3%	100.00	Edit
Final Exam	30.7%	200.00	Edit
paper 2	30.7%	200.00	Edit
Mid Term	15.3%	100.00	Edit
Forum 1	7.6%	50.00	Edit
Course total		650.00	Edit

Save changes

Add grade item Add category

7. You want to doublecheck that the aggregation says Natural for this type of gradebook. This is the default in our installation of Moodle, so you will not likely need to change this. Natural aggregation will aggregate the gradebook as though it were a gradebook based on the total points available in a course.

Outdoor Stuff (Natural Gradebook): Setup: Edit category

Dashboard / My courses / Nat GB / Grades / Grade administration / Setup / Gradebook setup / Edit category

Grade category

Category name

Aggregation: Natural

Show more...

Category total

Grade type: Value

Scale: Use no scale

Maximum grade: 100

Minimum grade: 0

Hidden

Locked

Show more...

Save changes Cancel

Make sure that the topmost Aggregation is set to Natural

8. You will probably want to rearrange the organization of the grade items in the gradebook. You may want to group like things or move them to a chronological arrangement. Either way, to move a grade item, click on the double-arrow next to the grade item that you want to move.

Outdoor Stuff (Natural Gradebook): Setup: Gradebook setup

Dashboard / My courses / Nat GB / Grades / Grade administration / Setup / Gradebook setup

Gradebook setup

View Setup Scales Letters Import Export

Gradebook setup Course grade settings Preferences: Grader report

Name	Weights	Max grade
Outdoor Stuff (Natural Gradebook)		
paper 1	15.3%	100.00
Final Exam	30.7%	200.00
paper 2	30.7%	200.00
Mid Term	15.3%	100.00
Forum 1	7.69%	50.00

9. You'll notice these strange grey bump icons appearing in between the grade items in the gradebook. Click on one and you'll move the item that you are moving into that area vertically.

Outdoor Stuff (Natural Gradebook): Setup: Gradebook setup

Dashboard / My courses / Nat GB / Grades / Grade administration / Setup / Gradebook setup

Gradebook setup

View Setup Scales Letters Import Export

Gradebook setup Course grade settings Preferences: Grader report

Name

Outdoor Stuff (Natural Gradebook)

paper 1

Final Exam (Move)

paper 2

Mid Term

Forum 1

To move Final Exam, click on the odd grey bump icon between grade items.

We'll move it to the final one

10. Notice that final exam has now been moved to the bottom. You can use the same technique to organize the gradebook in a way that makes sense to you and your students.

Gradebook setup

View Setup Scales Letters Import Export

Gradebook setup Course grade settings Preferences: Grader report

Name	Weights	Max grade
Outdoor Stuff (Natural Gradebook)		
paper 1	15.3%	100.00
paper 2	30.7%	200.00
Mid Term	15.3%	100.00
Forum 1	7.69%	50.00
Final Exam	30.7%	200.00
Course total		650.00

Save changes

And there it is.

11. After you've set up the gradebook, you can see what students see when they access the gradebook by clicking on View and then User Report. There you can specify a particular student and view the gradebook either as myself (that is as the teacher – you can see grades and hidden activities and grades that have yet to be released) or as the user (student – where hidden things and grades yet to be posted cannot be seen).

Here is what Joe Student's gradebook looks like after I graded him out for the class from the perspective of the user. This is what he would see if he were to check his grades. Note that the grades for activities not taken are not counted into the total.

View Setup Scales Letters Import Export

Grader report Grade history Outcomes report Overview report Single view User report

Select all or one user: Joe Student

View report as: User

Grade item	Calculated weight	Grade	Range	Percentage	Feedback	Contribution to course total
Outdoor Stuff (Natural Gradebook)						
paper 1	66.67 %	99.00	0–100	99.00 %	Great Work – Keep it up	66.00 %
Mid Term	0.00 % (Empty)	-	0–100	-		0.00 %
Forum 1	33.33 %	48.00	0–50	96.00 %		32.00 %
Final Exam	0.00 % (Empty)	-	0–200	-		0.00 %
paper 2	0.00 % (Empty)	-	0–100	-		0.00 %
Course total	-	147.00	0–150	98.00 %		-

1. 2. 3.

For more Help:

[Natural Aggregation](#) (Moodle Docs)

[Weighted vs. Natural Grading](#) (Elon College).

Extra Credit / Dropping the Lowest Grade

For more information about how to configure extra credit or dropping the lowest of a series of grade items, check out the [Grades and Grading](#) area of the IT Resources page