Delegated Grading

When an assignment is assigned to a specific user or users (TA, Grader or co-instructor) in a course to grade particular sets of student submissions it is called Delegated Grading.

Using grades and feedback from more than one grader helps to promote reliability and remove bias. For large classes, you can divide up the grading tasks among TAs and graders.

The users who help you grade are called delegated graders and they provide provisional grades. Delegated graders follow the same grading steps that you do, however, the group of assignment attempts that they see are based on the options you choose. After all delegated graders provide grades and feedback, one or more instructors review the grading to determine a final grade or reconcile it.

The following is the workflow of Delegated Grading:

1. Enable delegated grading
2. View grading alerts
3. Access attempts and grade
4. View reconcile alerts
5. Reconcile grades

Enable Delegated Grading

On the Create Assignment page under Grading Options, select the check box for Enable Delegated Grading. You will see a list of potential graders. Use the Show drop-down list to filter the list.
A. Use the drop-down list next to each grader's name to assign submissions to grade:

- **All Submissions**
- **Random Set**: Grade a random set of the selected number of students. If multiple graders are assigned to grade a random set, students are distributed evenly before any student is included in multiple random sets.
- **Groups**: Grade all students who are part of the selected course groups.
- **None**

B. All instructors in a course can see what other graders assigned. If you want other roles to also view scores, feedback, and notes added by others, select the check box in the View Settings column.

C. In the Reconcile Grades column, view who can determine the final grade and feedback for each student. All instructors can reconcile grades.

NOTE: To help with accuracy and consistency of grading, have all delegated graders use a rubric when assigning grades.

**Grade Delegated Assignment**

You can access assignment submissions that you are assigned to grade in the Grade Center and on the Needs Grading page.

Both access options take you to the Grade Assignment page where you view submissions and grade inline as you normally do. On the action bar, each grader can view how many gradable items are in the queue.

Each **instructor** has the ability to view what other graders provided for scores, feedback, and notes. Other **graders** do not see this information unless enabled.
After you provide a grade, the **Needs Reconciliation** icon appears in the Grade Center cell. No score appears until the instructor role reconciles the grade.