


# D2L Gradebook: one-click access to student quiz, dropbox, or discussion submission

Instructors have the option to see an individual student's quiz attempt, Discussion post, or Dropbox submission, simply by clicking an icon next to a grade item in the Gradebook.

There are a number of icons that may appear in the Gradebook which you should be familiar with.

The "view student's submission" icon  that looks like an open letter will appear if a student has a graded submission that is linked to any of the D2L assessment areas.

	First Name ▲, Last Name	WK 13 & 14 Q ▼	WK 15 Q ▼	discussions ▼
<input type="checkbox"/>	 fake101, fake101	 10 / 10, 100 %	 9 / 10, 90 %	9 / 10, 90 %
<input type="checkbox"/>	 mccarragher, student	10 / 10, 100 %	 0* / 10, 0 %	0* / 10, 0 %
<input type="checkbox"/>	 Sharon zParticipant, McCarrgher	10 / 10, 100 %	0* / 10, 0 %	0* / 10, 0 %
<input type="checkbox"/>	 SharonSTUDENT, McCarragher	 10 / 10, 100 %	 0* / 10, 0 %	0* / 10, 0 %

Clicking the icon will take the instructor to the grading area for the linked assessment, where they may adjust a grade or simply check a grade (with associated feedback). The latter is especially useful when students e-mail inquiries about why they did not get the score they expected for one of these assignments!

If a student submission is ungraded, a "new submission" icon



(a letter with a small blue dot) will be shown instead.

Clicking the "new submission" icon also takes the instructor to the grading area for the linked assessment; there the instructor may choose to score the assessment or, in the case



of a quiz, review the student's attempt. The instructor can even complete the submission process on the student's behalf, if necessary.

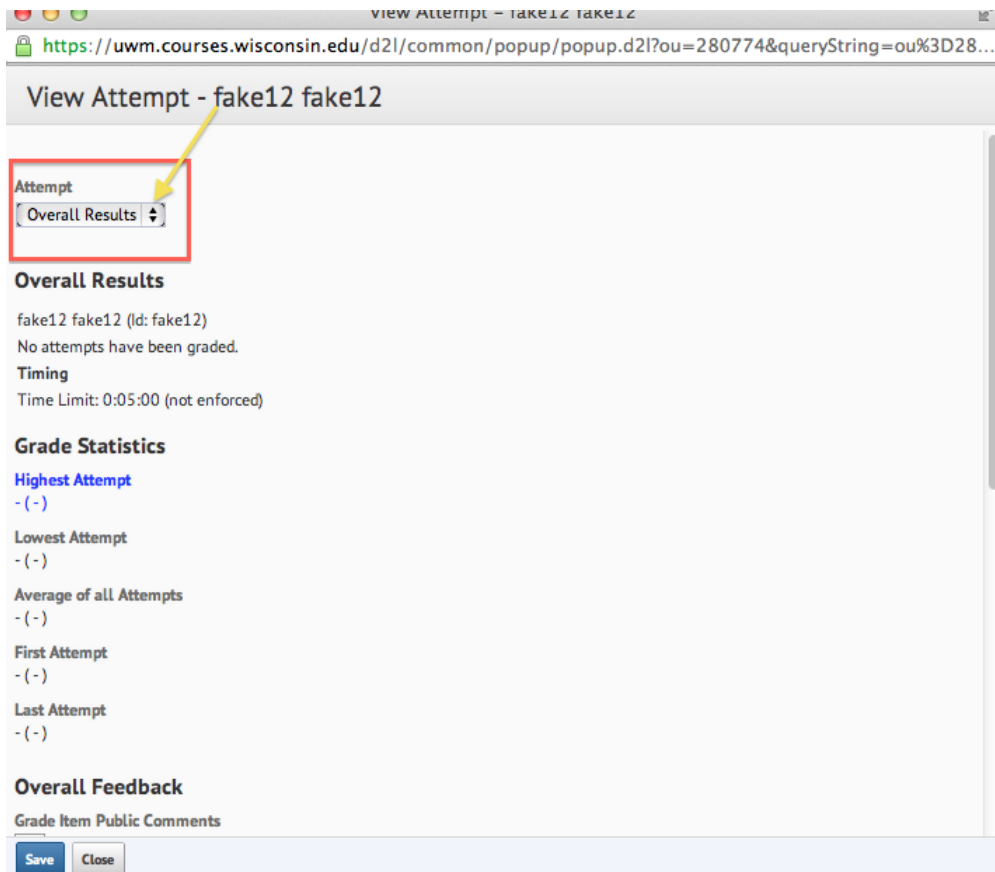
If a student posts a message in a Discussion Forum, a green and yellow message bubble icon with a blue dot will appear.




Clicking the discussion posting" icon will open a new window with all the discussion posts that particular student has written. The instructor will also see a summary of the number of posts the student has authored and will be able to adjust a grade or simply check a grade and leave feedback.

There is also a new icon associated with quiz attempts, which looks like a white sheet of paper with a blue question mark

icon  or  . The small blue dot indicates that a posting, attempt, or submission is unread. Clicking the icon will take the instructor to the grading area for the linked assessment, where they may adjust a grade or simply check a grade (with associated feedback). The instructor will always see the "Overall Results" for the quiz. Using the drop-down menu that is at the top of the page, the instructor can simply click on the attempt in order to see the quiz details such as quiz questions, answers, and score and the "Quizzes event log," as shown here:



The exclamation icon  informs the student and instructor that particular grade item has been dropped.

Here is a video of the new feature: