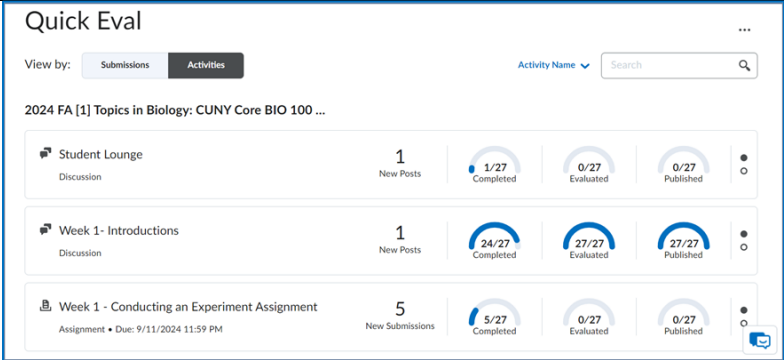




Providing Feedback for Assignments, Discussions, & Quizzes

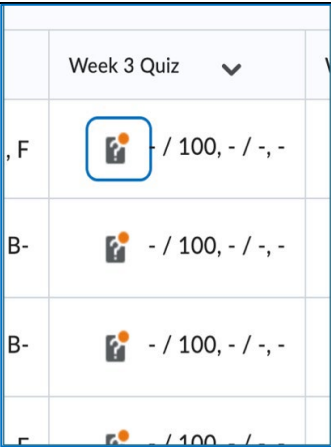
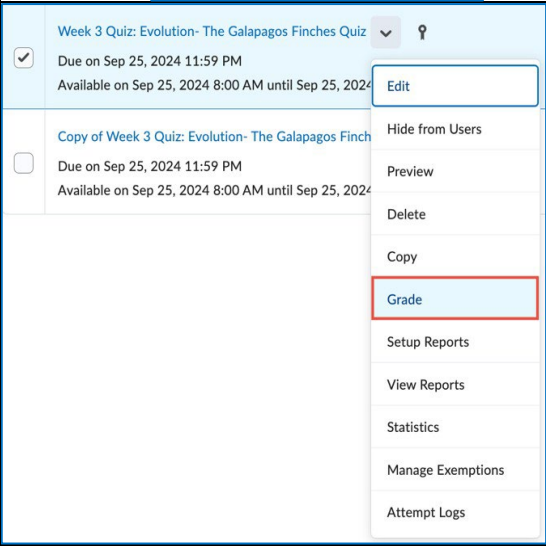
For your students to submit an assessment in Brightspace for you to grade, it must be visible and not restricted by date, or by a special condition (such as assignment to a group or individual for special access) or a release condition. If you are concerned that students can't see your assessments, follow the steps in our [Managing Visibility Guide](#), or check the assessment. When a student submits an assessment, you can access student work and provide feedback by entering a grade or using any of the methods listed in the following table:

Tool	What You Will See	How to View Student work
Quick Eval		Summary view. Click on the radio button at the end of the row to toggle evaluation view.
		Evaluation view.

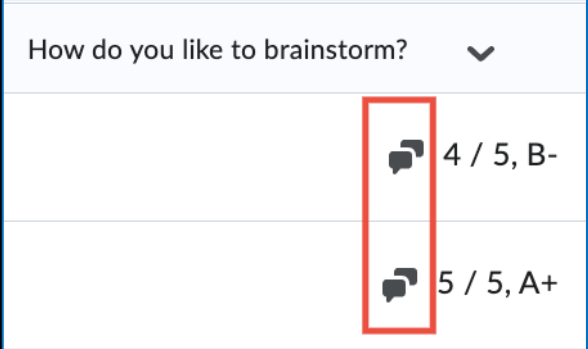
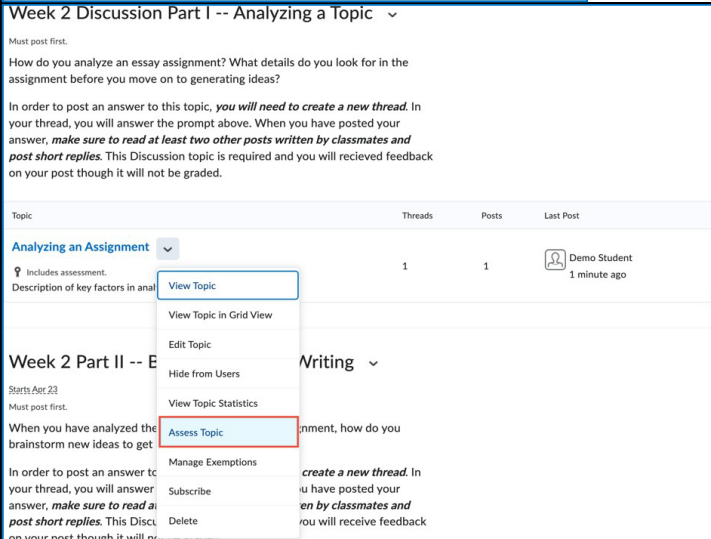
Assignments: Two methods to Access Student Work

1) Assignments	<table> <tr> <th></th><th>Assignment</th><th>New Submissions</th><th>Completed</th><th>Evaluated</th><th>Feedback Published</th></tr> <tr> <td></td><td>No Category</td><td></td><td></td><td></td><td></td></tr> <tr> <td></td><td> Persuasive Essay for Week 7 Due on Oct 1, 2024 11:59 PM Sep 12 - Oct 1 </td><td></td><td>1/2</td><td>2/2</td><td>2/2</td></tr> <tr> <td></td><td> Loretta </td><td></td><td>0/2</td><td>0/2</td><td>0/2</td></tr> <tr> <td></td><td>Response Papers</td><td></td><td></td><td></td><td></td></tr> <tr> <td></td><td> Assignment 3: Annotated Bibliography Due on May 17, 2024 11:59 PM </td><td></td><td>0/2</td><td>0/2</td><td>0/2</td></tr> <tr> <td></td><td>Discussions</td><td></td><td></td><td></td><td></td></tr> <tr> <td></td><td> Assignment 2: Argumentative Essay Due on May 3, 2024 11:59 PM </td><td> Click on number to grade new submissions 3 </td><td>2/2</td><td>0/2</td><td>0/2</td></tr> </table>		Assignment	New Submissions	Completed	Evaluated	Feedback Published		No Category						Persuasive Essay for Week 7 Due on Oct 1, 2024 11:59 PM Sep 12 - Oct 1		1/2	2/2	2/2		Loretta		0/2	0/2	0/2		Response Papers						Assignment 3: Annotated Bibliography Due on May 17, 2024 11:59 PM		0/2	0/2	0/2		Discussions						Assignment 2: Argumentative Essay Due on May 3, 2024 11:59 PM	Click on number to grade new submissions 3	2/2	0/2	0/2	Click on the number in Assignments, New Submissions column.
	Assignment	New Submissions	Completed	Evaluated	Feedback Published																																													
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	<table> <tr> <th></th><th>Last Name</th><th>First Name</th><th>Final Grades</th><th></th></tr> <tr> <th></th><th></th><th></th><th>Final Calculated Grade</th><th>Assignment 2: Argumentative Essay</th></tr> <tr> <td></td><td>King, Jake</td><td></td><td>121 / 454.5, F</td><td> Click on icon in gradebook to grade new submissions 0* / 25, F </td></tr> <tr> <td></td><td>Tomarchio, Maria</td><td></td><td>30 / 454.5, F</td><td> 0* / 25, F </td></tr> </table>		Last Name	First Name	Final Grades					Final Calculated Grade	Assignment 2: Argumentative Essay		King, Jake		121 / 454.5, F	Click on icon in gradebook to grade new submissions 0* / 25, F		Tomarchio, Maria		30 / 454.5, F	0* / 25, F	Click on icon in the Gradebook.																												
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Quizzes: Two Methods to Access Student Work

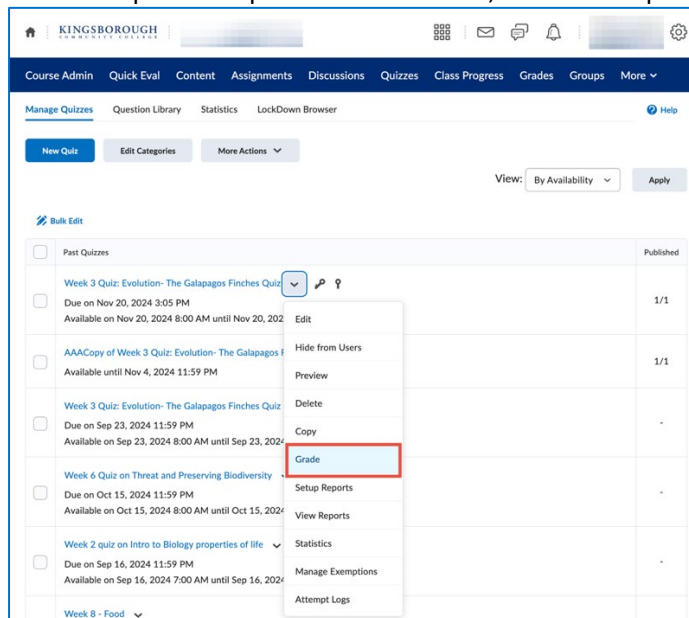
1) Quizzes		Click on the icon in Gradebook to grade a new submission.
2) Quizzes		Select Grade from the Quiz dropdown menu

Discussions: Two Methods to Access Student Work

1) Discussions		Click on the bubble icon in Gradebook.
2) Discussions		Select Assess Topic from the dropdown menu in Discussions.

Quizzes

- To view a quiz attempt and add feedback, click the drop-down list by the quiz name and select Grade.



- Under Attempt, you can access all the student's attempts by accessing the dropdown menu. Scroll down to enter overall feedback in the input box and to grade and provide feedback for short answer questions.

Attempt 1

Due on Sep 25, 2024 11:59 PM

Available on Nov 20, 2024 8:00 AM until Nov 20, 2024 3:10 PM

Note: Attempt due dates are based on the due date at the time of the attempt. The Quiz due date has been modified since this attempt was started.

Written: Sep 25, 2024 2:36 PM - Sep 25, 2024 2:43 PM

[Quizzes Event Log](#)

Timing

Time Spent: 0:07:09

Recommended Time Limit: 1:00:00. Not exceeded

Evaluation Summary

[Reset Evaluation](#)

Attempt Grade *

92 / 105

Student View Preview

Complete and on time

Attempt Feedback

- To grade a short answer or other non-auto graded question, scroll down to the question. Enter a score and feedback, as appropriate.

Quiz Results

Question 1

What evidence did scientists use to determine that all 13 species of finches on the Galápagos have one common ancestor?

- ☐ a) Appearance of the feathers of the finches
- ☐ b) The songs of the finches
- ☒ c) DNA of the finches
- ☐ d) All of the above (a-c)

Save Time

2:36 PM

Score

5 / 5 (graded by)

[Expand question 1 feedback](#)

- Note that a blue shaded background displays when you have entered a grade.

Question 1

What evidence did scientists use to determine that all 13 species of finches on the Galápagos have one common ancestor?

- ☐ a) Appearance of the feathers of the finches
- ☐ b) The songs of the finches
- ☒ c) DNA of the finches
- ☐ d) All of the above (a-c)

Save Time

2:36 PM

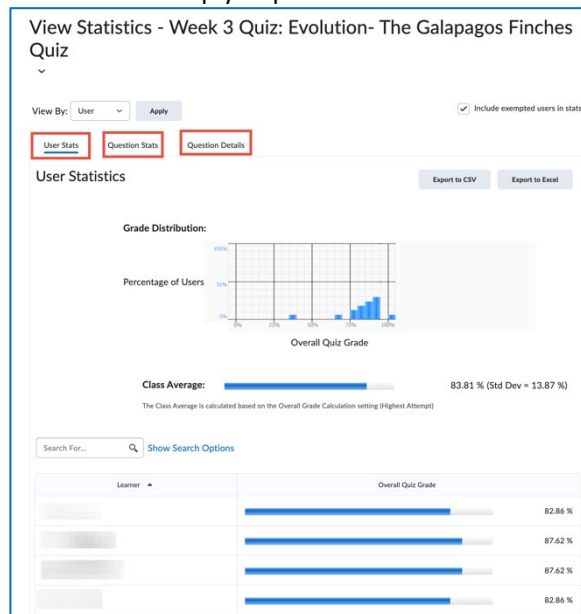
Score

4 / 5 (graded by )

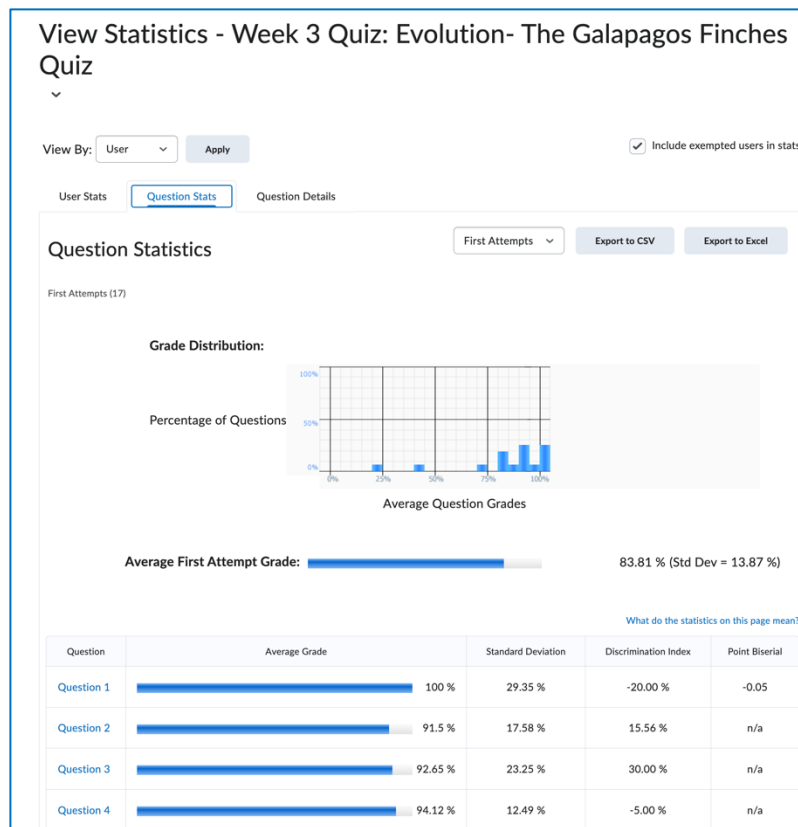
 Expand question 1 feedback

Evaluating Class Performance: Quizzes

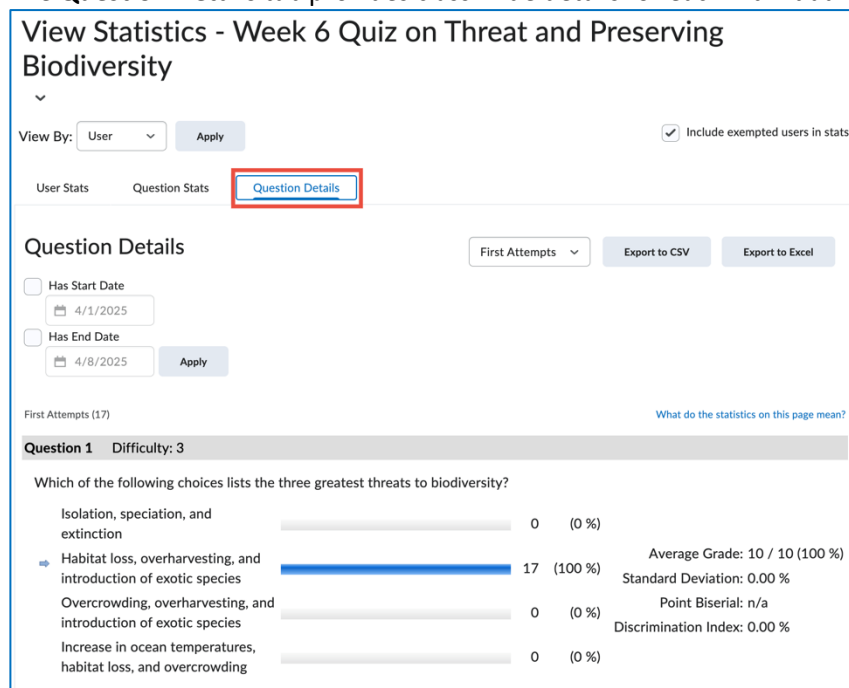
- Click on the downward chevron adjacent to any quiz title to view statistics to better understand overall class performance.
- Select a tab to review the statistics by Users (students), by question (on the aggregate) or in detail on questions.
- The data will help you provide feedback to the entire class. Statistics can be exported as Excel or CSV files.



- The **Question Stats** tab provides class-wide details for each question in your Quiz.



- The **Question Details** tab provides class-wide details for each individual question in your Quiz.

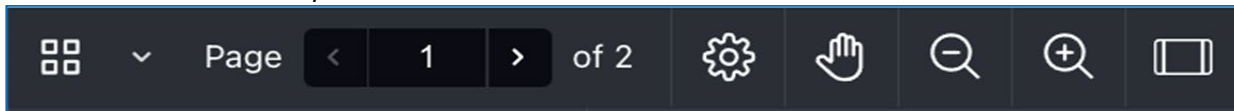


Assignments: Markup Tools

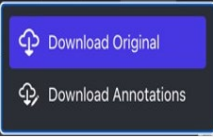
There are several tools you can use when grading assignments to provide students with feedback directly on their submitted work. When you view a student's assignment, you will see a toolbar with a variety of different markup tools. Clicking on items in the top level of the toolbar opens sub-menus of additional tools. Refer to the table below for options.



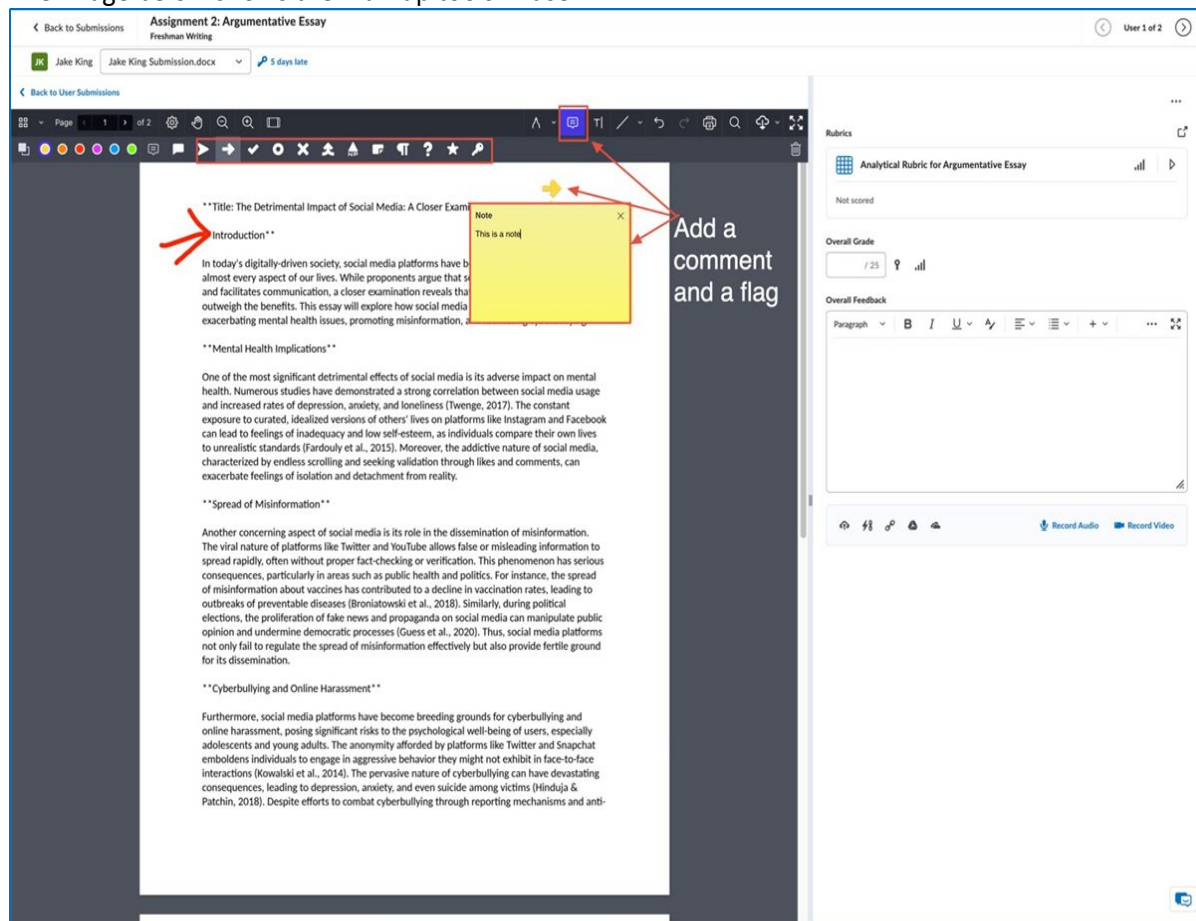
- The toolbar items control your view of the submission.



Icon	Function
	Click on an item in this menu to draw, freeform highlight (not in a straight line), highlight text or erase one of the above.
	Add a comment box and pointer icons including arrows, x, key, star etc. Change colors using context menu pictured above.
	Type a comment directly on the submission. Optionally change colors using the menu below.
	Add a line, arrow or rectangle. Additional options for line width, color etc. available on context menu.
	Undo or redo the latest markup.
	Print submission
	Allows you to search within the submission.

	Downloads original submission or submission with your annotations.
	Makes document full screen. Press ESC to return to markup

- The image below shows the markup tools in use.



The screenshot displays the Brightspace interface for an assignment titled "Assignment 2: Argumentative Essay" by Freshman Writing. The document, "Jake King Submission.docx", is open in a full-screen view. The top toolbar includes icons for navigation, search, and markup. A red box highlights the markup tools, and a yellow note box with the text "This is a note" is visible. A red arrow points to the "Add a comment and a flag" button. The right-hand panel shows the "Analytical Rubric for Argumentative Essay" with a "Not scored" status. Below the rubric is the "Overall Grade" section, which shows a score of 25 out of 25. The "Overall Feedback" section contains a text box for feedback and a "Record Audio" button.

Using a Rubric in Assignments

Using a rubric to score your assignments makes your feedback process more transparent and efficient. When grading assignments in Brightspace, the right-hand panel contains a text box for feedback.

- If you added a rubric, you will see a rubric icon above the overall feedback box. Click on the arrow next to the rubric icon to expand it and view the rubric criteria.

Rubrics

 Analytical Rubric for Argumentative Essay ... 

Not scored

Overall Feedback

Paragraph                                   

Overall Grade
4.69 / 25

Total grade calculated as you go.

Overall Feedback

Paragraph B I U A [List Icons] [More Icons]

Add overall feedback here. Note that you can use the toolbar to add links to other content and you can record audio or video feedback below.

Record Audio Record Video

- Select **Publish** to allow the student to view the feedback or **Save Draft**. If you select save draft, you can publish all feedback at once when you have finished grading all submissions or click the arrow to move to the next student.

Publish Save Draft >

Discussions

Providing feedback to a Discussion post is very similar to providing Assignment feedback except that you can only provide overall feedback or reply to a thread by clicking on the title of a thread (blue text) and clicking reply to thread in the new window. When you reply to a thread, your reply is visible to the entire class community. If you wish to provide private feedback you must use the Overall Feedback space in Discussions. To provide private feedback:

- Go to **Discussions** and select **Assess Topic** from the dropdown menu. Click on the desired thread to enter the tool.

Assess Topic - Thesis Statements

Publish All Feedback Retract All Feedback Manage Columns Manage Exemptions

Users Assessments

View By: User Apply

Search For... Show Search Options

Publish Retract Feedback

Learner	Score	Status
Topic Score	- / 10 (-%)	Not yet evaluated
Topic Score	- / 10 (-%)	Not yet evaluated
Demo Student	- / 10 (-%)	Not yet evaluated

20 per page

- Click on Topic Score to open the feedback window.

Assess Topic - Thesis Statements

Publish All Feedback

Retract All Feedback

Manage Columns

Manage Exemptions

Users

Assessments

View By:

User

Apply

Search For...



Show Search Options

Publish

Retract Feedback

☐	Learner	Score	Status
☐	Topic Score	- / 10 (-%)	Not yet evaluated
☐	Topic Score	- / 10 (-%)	Not yet evaluated
☐	Topic Score	- / 10 (-%)	Not yet evaluated

20 per page

- Add feedback and a topic score in the input box and grade area.

Back to Assess Topic

Thesis Statements

Week 3 Discussion --

User 3 of 3

Demo Student

Posts

Sort: Oldest First

Post: 1 thread, 0 replies

Demo Student thesis statement

Mar 18, 2025 2:23 PM • 71 words

A strong thesis statement provides a clear and focused argument that guides the direction of a paper. For my topic, "The Benefits of Online Learning in Higher Education," my thesis is: Online learning provides greater accessibility, flexibility, and cost-effectiveness, making it a valuable alternative to traditional classroom education. To support this argument, I will discuss how online learning accommodates diverse student needs, allows for personalized pacing, and reduces overall educational expenses.

Overall Grade

/ 10

Overall Feedback

Paragraph

19px L

Add overall feedback here