Canvas Gradebook & SpeedGrader
Course Tasks & Schedule

Use this as a checklist to stay on track with this training!

To earn a Satisfactory Completion for this course, participants need to successfully earn a minimum of 160 points or 80% out of a total of 200 points (160/200 = 80%)
I will track points and completed assignment scores will display in Canvas via the Grades area, which you can access by clicking on the button at left labeled "Grades" to view your grades); tasks are to be completed either inside the main Canvas course, or in the sandbox course associated with this class, as specified below. Remember, in the main Canvas course where you are learning, reading, participating in Discussions, you have the student role, not an instructor role. This means that in order to practice using the Gradebook and the SpeedGrader tool, you'll need to work in the sandbox course associated with this class, where you've got an instructor role.
Any questions, problems, etc., please contact me, Gabrielle Orsi, your instructor, and/or post your questions in our discussion forum for questions and tips. My email address is gorsi@coloradomtn.edu and my office phone number is 970-947-8359.

Monday

- 20 points for your 2 posts (your introduction, your reply to another participant's introduction) in the Introductions discussion here in this course
- 15 points for starting to read through the modules in this course. This is partly on the honor system-- but in Canvas, instructors can always track where their students have gone in the course. (People>individual's name> Access Report button at right to see that individual's history of interactions with the course.)
- 20 points for creating and "publishing" (i.e., making visible to students) a graded Discussion in the sandbox Canvas course associated with this class, where you're enrolled as a teacher. Be sure that your Discussion includes your name so you can receive proper credit (see my example.)
- **55 points total for Monday**

Tuesday

- 20 points for using the SpeedGrader to grade the posts from the demo students in your Discussion in the sandbox course.
- 20 points for creating and "publishing" an Assignment in the sandbox Canvas course that has "Online Submission" enabled ***and also*** belongs to a unique Assignment Group that you've created. You can create the Assignment Group first, then add this Assignment, or vice versa. Just be sure that your name is included in your Assignment and/or Assignment Group to receive recognition for your work (see my example.)

- 15 points for continuing to read through the modules in this course. Again, mostly this one's on the honor system, but as the course instructor, I can always view where you've been and how many times you were there. You have that ability too in the courses you teach (People> an individual student> Access Report button at right).
- **55 points total for Tuesday**

Wednesday

- 10 points for your first of 2 posts in the "Questions, Ideas & Tips" discussion in our main Canvas course where you are enrolled as a student.
- 20 points for grading the demo student's work submitted to your Assignment in the sandbox course via the SpeedGrader *and* muting your Assignment while doing so. Try including a feedback comment via the SpeedGrader for this student too! (the feedback comment is optional).
- 20 points for creating and "publishing" an Assignment in the sandbox course that has "No Submission" selected and inputting a grade for the demo student either via the SpeedGrader or via the Gradebook (see my example).
- **50 points total for Wednesday**

Thursday

- 10 points for your 2nd of 2 posts in the "Questions, Ideas & Tips" discussion here in our Canvas course.
- 10 points for messaging the demo student(s) via the Gradebook in the sandbox course in regards to any of the graded items you've created.
- 20 points for your 2 goodbye posts (your farewell post and your reply to another participant's farewell post) in the "Saying Our Goodbyes" discussion in our main Canvas course where you are enrolled as a student.
- **40 points for Thursday**

200 points total for this training