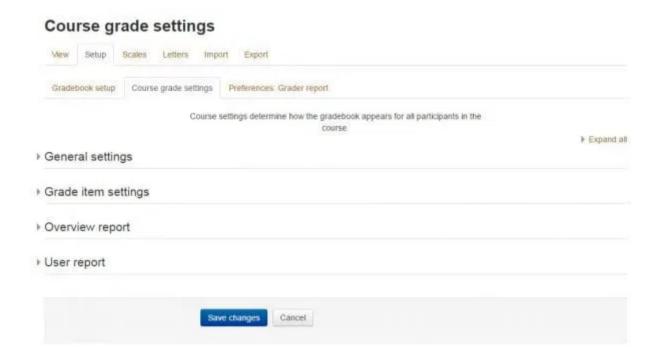# Grade Report Display Settings

Moodle's grade report views (https://wp.stolaf.edu/it/?page_id=10072) automatically display certain grade details, often too many or too few. Users with the Teacher role have the ability to edit how certain reports are displayed for themselves and for all participants in their course. Some settings, such as a student's class rank, are best left unseen by students, so editing these display settings should be done with caution.

Course grade settings

This page does not alter how grades are calculated. Instead, course grade settings determine how the gradebook appears for all participants in the course. To navigate to this page from the gradebook, select **Setup** then **Course grade settings** in the tabs or drop down menu. Its categories and options are discussed below.

General settings controls where the aggregation column appears and how min and max grades are used in calculation. The min and max grades setting determines whether to use the initial minimum and maximum grades from when the grade was given, or the minimum and maximum grades as specified in the settings for the grade item, when calculating the grade displayed in the gradebook.

Grade item settings controls how scores are displayed. **Grade display type** sets how scores are entered and stored. The real type is especially useful for courses that exclusively use point grading. The "real (percentage)" setting is best for most courses, as it assigns grades with points but displays the equivalent percent too.

Overview report controls how the overview report appears. Choose whether to show the position of the student in relation to the rest of the class for each grade item. The option to hide totals specifies whether totals which contain hidden grade items are shown to students or replaced with a hyphen (-). If shown, the total may be calculated either excluding or including hidden items. If hidden items are excluded, the total will be different to the total seen by the teacher in the grader report, since the teacher always sees totals calculated from all items, hidden or unhidden. If hidden items are included, students may be able to calculate the hidden items.

User report controls how the user report appears. Defaults are set, but you may edit the settings as desired. Choose whether to hide or show the following items:

- **Rank**: position of the student in relation to the rest of the class.
- **Percentage**: percentage value.
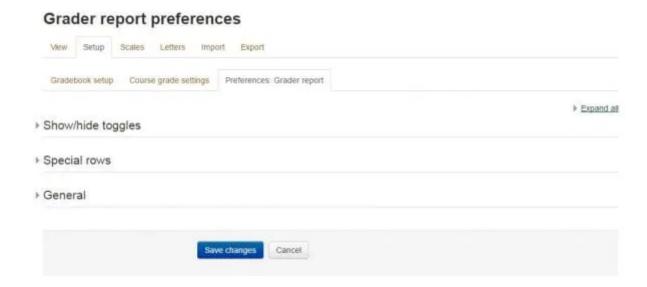- **Grades**
- **Feedback**
- **Weightings**
  Average: mean of class score for each item. Students may be able to estimate other student's grades if the average is calculated from a small number of grades. Use your best judgement.
- **Letter grades**
- **Contribution to course tota**l: how much each grade item contributes to the user's course total percentage (after weighting is applied).
- **Ranges**
- **Hidden items**
- **Totals if they contain hidden items**: This setting specifies whether totals which contain hidden grade items are shown to students or replaced with a hyphen (-). If shown, the total may be calculated either excluding or including hidden items. If hidden items are excluded, the total will be different to the total seen by the teacher in the grader report, since the teacher always sees totals calculated from all items, hidden or unhidden. If hidden items are included, students may be able to calculate the hidden items

Be sure to select **Save changes** before navigating to any other page.

Preferences: Grader report

This page does not alter how grades are calculated. Instead, grader report preferences determine how the grader reoport appears to teachers and non-editing teachers. Defaults are set, but you may edit the settings as desired.

Show/hide toggles

Choose whether to hide or show the following items:

- **Calculations**: calculator icon indicating that a grade item is calculated.
- **Show/hide icons**: show/hide icon controlling its visibility to the student.
- **Column averages**: addition row displaying average for each category and grade item.
- **Locks**: lock/unlock controlling whether grade can be automatically updated by the related activity.
- **Profile images**
- **Activity icons**
- **Ranges**: additional row containing range for each category and grade item.
- **Grade analysis icon**: grade analysis icon linking to a page with more detailed explanation of the grade and how it was obtained.

Special rows controls how grades are select for column averages and whether the total number is displayed. Additional display settings are available by selecting **Show more...**

General settings controls quick grading and quick feedback, as well as several other settings.

- **Quick grading**: All grades can be edited from the grader report via text input box in each cell. Changes are saved when the update button is selected. Note that when a grade is edited in the grader report, an overridden flag is set, meaning that the grade can no longer be changed from within the related activity.
- **Quick feedback**: A text input box appears for each grade, allowing for feedback for all grades at once. Changes are saved when the update button is selected. Note that when feedback is edited in the grader report, an overridden flag is set, meaning that the feedback can no longer be changed from within the related activity.
- **Students per page**
- **Show only active enrollments**
- **Aggregation position**: Controls whether total grade is the first or last column

Select **Save changes** before navigating to any other page.

Now that you know how to customize your own and your students' views of grade reports, learn how you can use groups in the gradebook (https://wp.stolaf.edu/it/?page_id=10082) for group work and metacourses.