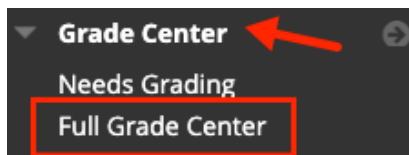


GRADE CENTER SMART VIEWS

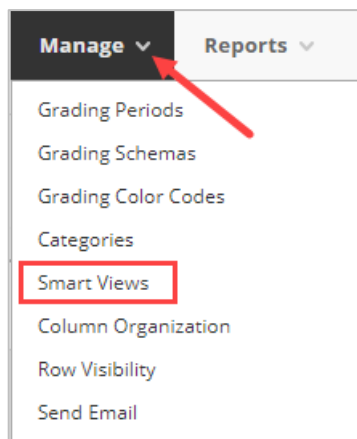
Smart Views allow you to view subsets of Grade Center rows or columns. This can be useful if you have groups of students you want to manage or types of assignments you want to compare (e.g., how are students progressing across discussions).

Instructions

1. In the Course Management area of the course menu, click on **Grade Center**. A drop down menu appears. Click on **Full Grade Center**.



2. In the Grade Center, click **Manage** and then **Smart Views**.

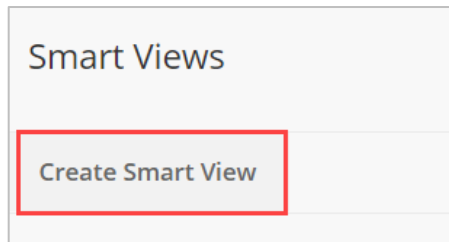


3. If you already have established categories for tools you are already using in ulearn (such as Discussions, Journals, Tests, etc..) you will see these Smart Views already listed. Simply click the “Add as Favorite” star to turn the on.

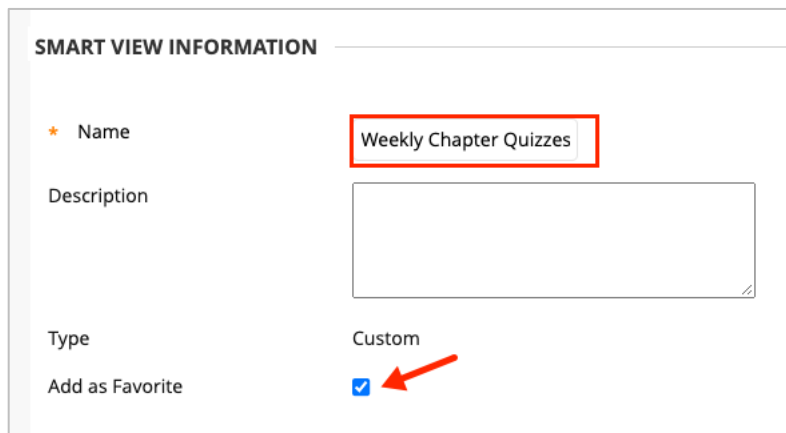
Favorites		Delete		
<input type="checkbox"/>	TITLE ▲	DESCRIPTION	TYPE	ADD AS FAVORITE
<input type="checkbox"/>	Assignments		System	<input checked="" type="checkbox"/>
<input type="checkbox"/>	Blogs		System	<input type="checkbox"/>
<input type="checkbox"/>	Discussion Boards		System	<input checked="" type="checkbox"/>
<input type="checkbox"/>	Final Grade View		System	<input type="checkbox"/>
<input type="checkbox"/>	Group: Sign Up Sheet		Custom	<input type="checkbox"/>
<input type="checkbox"/>	Journals		System	<input checked="" type="checkbox"/>

GRADE CENTER SMART VIEWS

- To create your own Smart View, click on **Create Smart View**.



- Enter a **name** for your Smart View. A **description** is optional but may be useful if you have more than one similarly named view or you are sharing the course with others (e.g. a model course) Click the **Add as Favorite** box if you want your Smart View to appear under the Grade Center left menu.

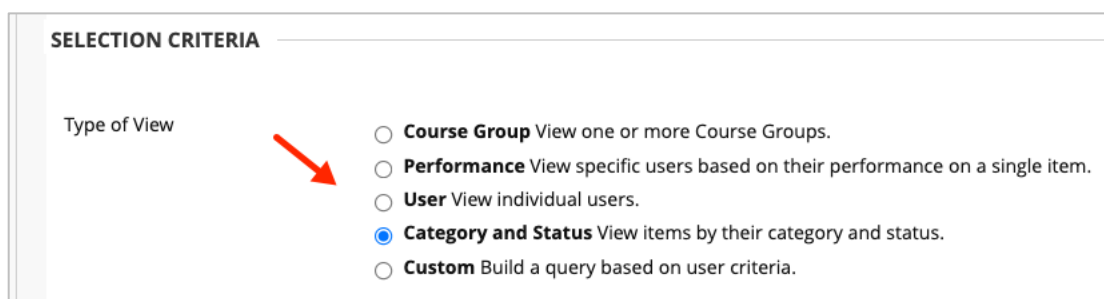


A screenshot of a form titled 'SMART VIEW INFORMATION'. It contains the following fields:

- Name:** A text input field containing 'Weekly Chapter Quizzes', highlighted with a red border.
- Description:** A large empty text area.
- Type:** A dropdown menu with 'Custom' selected.
- Add as Favorite:** A checkbox that is checked, with a red arrow pointing to it.

- Select the criteria by which the view will filter. There are several options here, each with different sub-options. You can filter by Performance, User, Category and Status, or Custom (by a combination of filters).

Different Options available for each Type

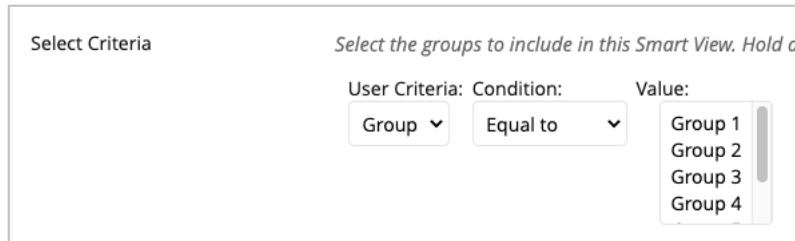


A screenshot of a form titled 'SELECTION CRITERIA'. It contains the following options:

- Type of View:** A label with a red arrow pointing to the radio button options.
- Course Group** View one or more Course Groups.
- Performance** View specific users based on their performance on a single item.
- User** View individual users.
- Category and Status** View items by their category and status.
- Custom** Build a query based on user criteria.

GRADE CENTER SMART VIEWS

Course Group: View subsections of students. Course Groups must be created before they can be used as selection criteria. (If you don't have groups set up in your course, you will not see this as an option).

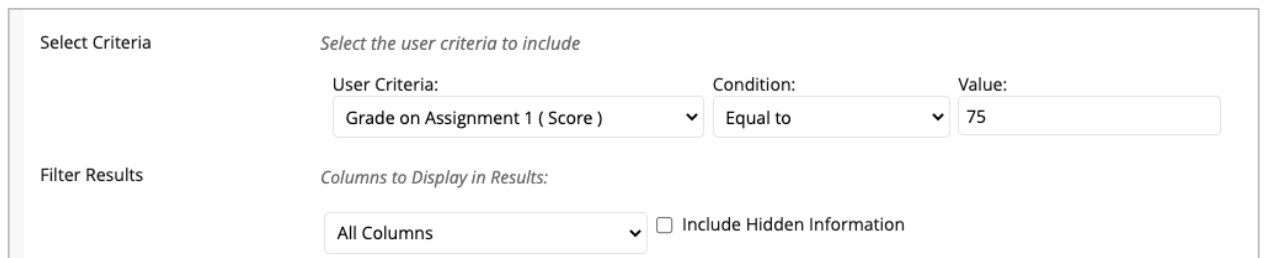


Select Criteria *Select the groups to include in this Smart View. Hold a*

User Criteria: Condition: Value:

Group ▾ Equal to ▾ Group 1
Group 2
Group 3
Group 4

Performance: View specific users based on performance on a single item (for example, view only those students who got less than 80 or higher on an exam or quiz).



Select Criteria *Select the user criteria to include*

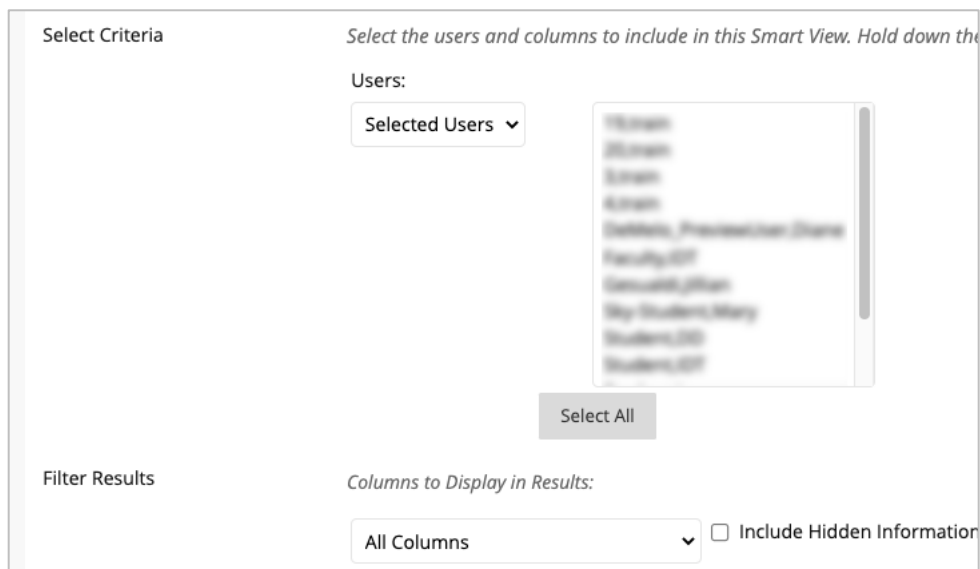
User Criteria: Condition: Value:

Grade on Assignment 1 (Score) ▾ Equal to ▾ 75

Filter Results *Columns to Display in Results:*

All Columns ▾ Include Hidden Information

User: View grades for one (or more) students. Filter results by specific criteria under the drop down menu.



Select Criteria *Select the users and columns to include in this Smart View. Hold down the*

Users:

Selected Users ▾

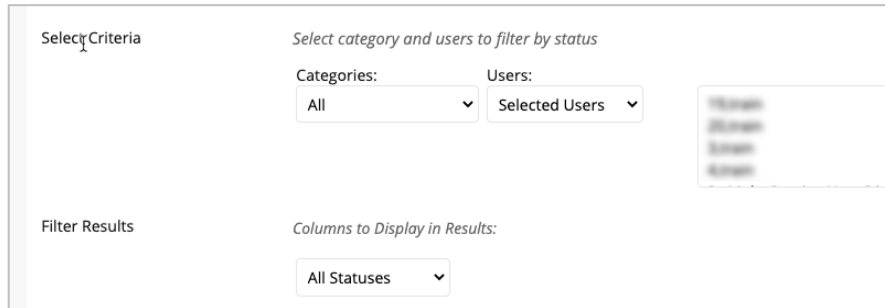
Select All

Filter Results *Columns to Display in Results:*

All Columns ▾ Include Hidden Information

Category and Status: View grades in a certain category for one (or more) students. Filter results by status (e.g. Completed, Needs Grading, etc).

GRADE CENTER SMART VIEWS



Select Criteria

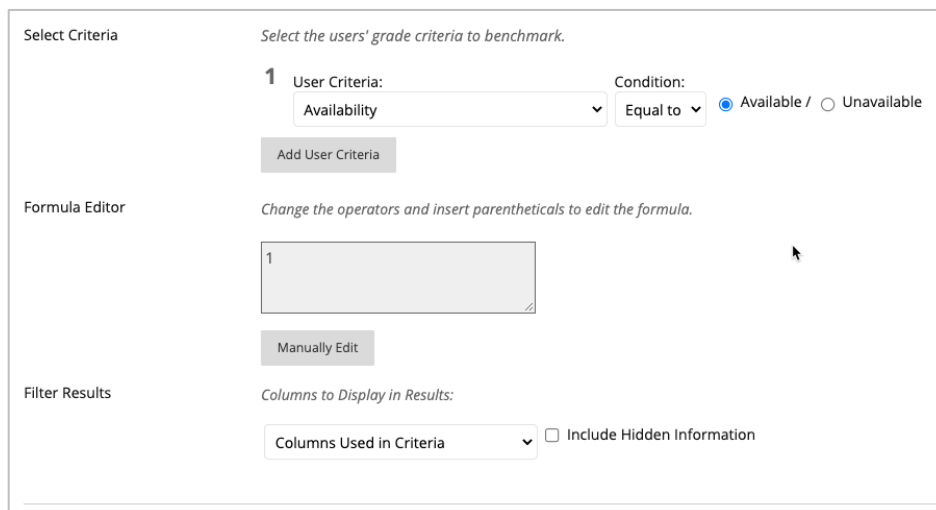
Select category and users to filter by status

Categories: All Users: Selected Users

Filter Results

Columns to Display in Results: All Statuses

Custom: View grades based on your own criteria.



Select Criteria

Select the users' grade criteria to benchmark.

1 User Criteria: Availability Condition: Equal to Available / Unavailable

Add User Criteria

Formula Editor

Change the operators and insert parentheses to edit the formula.

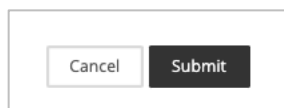
1

Manually Edit

Filter Results

Columns to Display in Results: Columns Used in Criteria Include Hidden Information

7. When the appropriate choice is made, click **Submit** when done.



Cancel Submit

8. Smart Views will be listed on the left menu under Grade Center. Repeat steps 4-7 to create additional custom Smart Views.

