Joule Gradebook

Joule Gradebook is an alternate grading option to the default Moodle Grader report. You can easily switch back and forth between gradebooks using the menu located at the top of the screen. A simplified view displays categories and course totals for each student. You can set up grade categories, move assignments around, and grade activities. New column and row actions simplify grading and allow Teachers to perform actions like send messages to students directly from the gradebook and change all of the grades in a column at once.

Access

You can select the Joule Gradebook from the sub tabs in the “view” tab of the gradebook.

Categorized and uncategorized items

The Joule Gradebook by default only shows categories and category totals. In order to view uncategorized gradebook items click “Show uncategorized items” in the top left.

Navigation

You can navigate through categories by using the drop menu or the “next” and “previous” arrows in the upper left.
Entering Grades

You can enter grades the same as the normal gradebook by clicking on the cells and using the tab key to quickly move through the fields. (Grades entered in Joule Gradebook will behave the same as an entry in the normal gradebook)

<table>
<thead>
<tr>
<th>Last name</th>
<th>First name</th>
<th>Quiz 1</th>
<th>Practice paper</th>
<th>Marking guide paper</th>
<th>checklist</th>
</tr>
</thead>
<tbody>
<tr>
<td>Moodle Test02</td>
<td>-</td>
<td>-</td>
<td>80.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Moodle Test03</td>
<td>-</td>
<td>-</td>
<td>73.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Moodle Test04</td>
<td>-</td>
<td>-</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Column Actions

Joule Gradebook allows you to take actions on entire columns by clicking the Column action button. On the category level you can sort by grades, and send messages to a grade range.

Clicking on the name of a category or activity will sort the students by that column’s grades.

Clicking on the Action button will allow you to send a message to a grade range at the category level.

Messaging a grade range

To send a message to a grade range, select the range.
On the assignment level, the action button allows you a number of functions. You can shortcut to the assignment in the module grader or Joule grader.

You can access the Column grader, send messages to incompletes or to a grade range, change all of the grades in the column at once, hide the grade or move it to a different category.

Once a grade range is selected, you may create the message for the student or students.
Column grader

The Column grader allows you to enter grades for each student in the column. This also has a check box that will change all empty grades to zero.

*Note:* You can use the tab key to quickly move from student to student.

Row Actions

You can take two actions on rows. You can use the row grader to enter grades for each and every assignment for the selected student or send a message to the selected student.
Row Grader

The Row grader allows you to enter grades for a single student either in a category or for uncategorized items.

**Note:** You can use the tab key to quickly move from item to item.

Sorting

You can sort students in the Joule gradebook by clicking on the name to sort by name. Click on the activity to sort by that activity’s grades, or groups by selecting the group from the drop menu.
Settings

You can adjust Joule Gradebook settings by going to the “my preferences” tab and selecting “Joule Gradebook”.

![Grader report preferences panel with Joule Gradebook highlighted.](image)