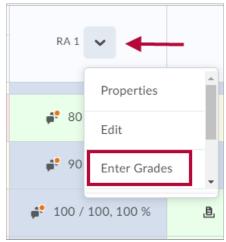
Assign the Same Grade to Multiple Students

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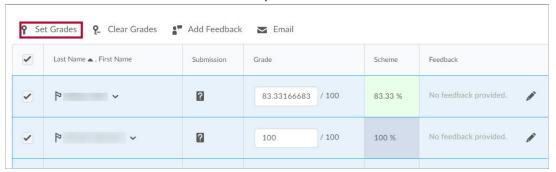
The following article explains how to simultaneously assign the same grade for multiple students.

Show Video Walkthrough

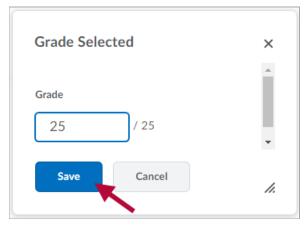
- 1. Within the course, click **Grades** > **Enter Grades**.
- 2. Click on the arrow next to a grade item title.
- 3. Select **Enter Grades** from the drop down menu.



- 4. Make sure all your students are listed on one page.
- 5. Click on the Select All checkbox at the top left corner of the student list.



- 6. Deselect the checkboxes next to any students you do not wish to give the common score.
- 7. Click on the **Set Grade** link above the list of students. A new window pops up.
- 8. Enter the common score in the Grade field box. Click **Save**.



9. Click **Save and Close** to record the scores in the gradebook.

NOTE: The process can be repeated as many times as needed by clicking **Save** and repeating the process with a new selection of students if some students earn a different number of points.