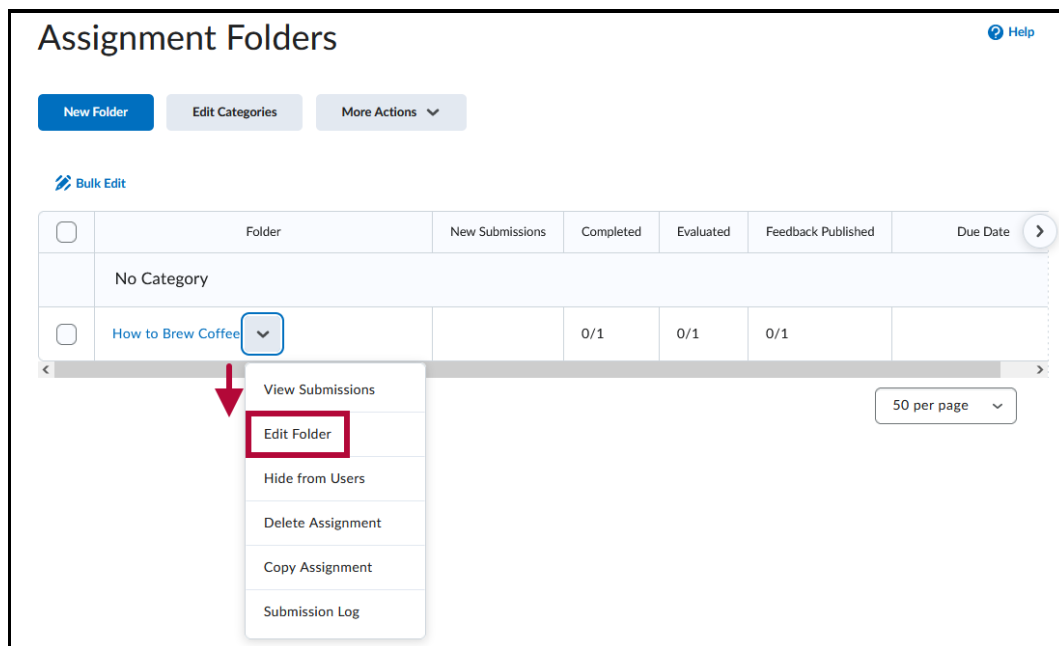


Associate a Grading Activity with a Grade Item

Last Modified on 07/13/2022 4:00 pm CDT

Grading Activities can include— but not limited to— assignments and quizzes. To link the Grading Activity with a specific Grade Item in the Gradebook, you want to link **from** the Grading Activity to the grade item. In this example, the Grading Activity is an assignment.

1. Head to the Assignment that you wish to link to a Grade Item. Click on the drop-down menu and select **[Edit Folder]**.



2. Currently since the assignment is not linked to any grade item. the box below should show **[Not in Grade Book]**.

← Back to Manage Assignments How to Brew Coffee

Name *

How to Brew Coffee

Grade Out Of

10 points Not in Grade Book ▾

Due Date

M/D/YYYY

Instructions

Format ▾ **B** *I* U A [List Icon] ▾ [List Icon] ▾ [Link Icon] [Image Icon] + ▾ ... [Fullscreen Icon]

This activity will teach you how to produce a basic brew.

[Refresh Icon] [Lightning Bolt Icon] [Link Icon]

Record Audio Record Video

- For best practice, it is advised to **Create the Grade Item** (<https://vtac.lonestar.edu/help/a168>) in the Gradebook first. In this example, we are linking the assignment to an existing Grade Item. Select **[Edit or Link to Existing]**.

How to Brew Coffee

Grade Out Of

10 points Not in Grade Book ▾

Due Date

M/D/YYYY

Instructions

Edit or Link to Existing

Add to Grade Book

Reset to Ungraded

Format ▾ **B** *I* U A [List Icon] ▾ [List Icon] ▾ [Link Icon] [Image Icon] + ▾ ... [Fullscreen Icon]

This activity will ... e a basic brew.

[Refresh Icon] [Lightning Bolt Icon] [Link Icon]

Record Audio Record Video

- Click on **[Link to an existing grade item]**, select the existing grade item you want to link to, then select **[OK]** at the bottom.

Edit or Link to Existing

Create and link to a new grade item

Link to an existing grade item

How to Brew Coffee ▾

Points: 10

5. When done, this box should now show **[In Grade Book]**. The assignment is now linked with a grade item in the Gradebook. The ribbon icon indicates that the Grading Activity is now linked with a Grade Item.

← Back to Manage Assignments | How to Brew Coffee

Name *

How to Brew Coffee

Grade Out Of: 10 points | **In Grade Book** ▾ | Due Date: M/D/YYYY

Instructions

Format ▾ | **B** | *I* | U ▾ | *A* | ≡ ▾ | ≡ ▾ | 🗑️ | 🔗 | 📧 | + ▾ | ... | 🔄

This activity will teach you how to produce a basic brew.

🔄 ⚡ 🔗 | 🎤 Record Audio | 📹 Record Video

D2L Brightspace Tutorials:

[How to Associate an Activity with a Grade Item \(https://www.youtube.com/watch?v=IRdoP_9k44w\)](https://www.youtube.com/watch?v=IRdoP_9k44w)

