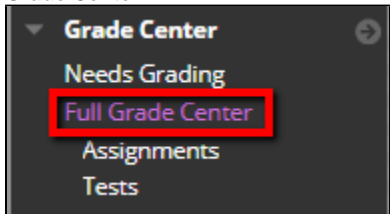


How to Grade Anonymously

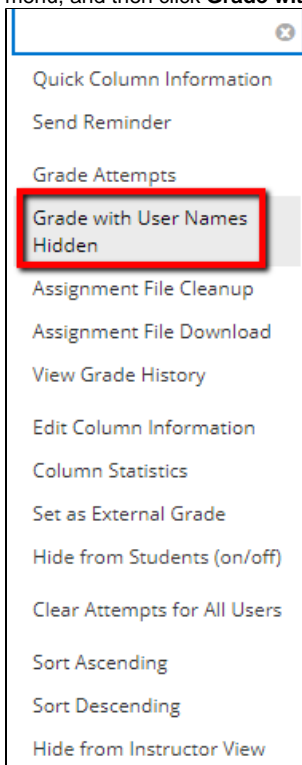
Anonymous grading allows you to grade students' assignments and projects without seeing their names; this is useful if you want to remain completely impartial to students' attempts at assignments.

Step-by-step guide

1. On your Course Site, under the Control Panel, click **Grade Center**, and then click **Full Grade Center**.



2. Locate the column you wish to grade, click the drop-down arrow to open the **Contextual** menu, and then click **Grade with User Names Hidden**.



3. In the **Review Current Attempt** section, review the student's assignment attempt.
4. In the **Grade** box, type the grade you wish to give the student. Provide feedback, if needed.
5. In the **Add Notes** section, leave any notes for yourself or other instructors on the grade.
6. To save the current student's grade and finish, click **Submit**. To save the current student's grade and move on to the next, click **Save Draft**.

Related articles:

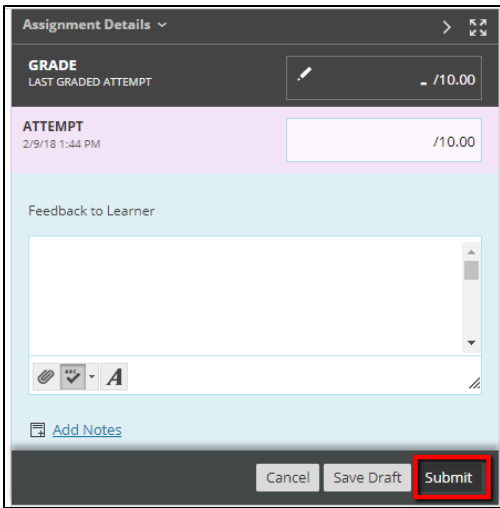
[Page:How to Create a Grade Center Column](#)

[Page:How to Create an Item](#)

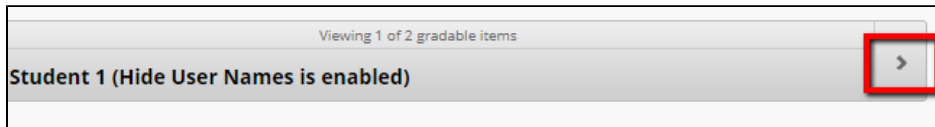
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7. To move to the next student's attempt, click the right arrow at the top of the page.



For questions or comments, contact the Computer Services Help Desk
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417-836-5891'