

Gradebook—Reports

**Reports**

Log in to Moodle and navigate to the course.

Click on “Grades” in the navigation area on the top of the screen.

The *Grader Report* page will open.

**Moodle.Workshop.Class**

Course Settings Participants Grades Reports More ▾

Grader report ▾

Search users

Filter by name ▾

		Moodle.Workshop.Class ...		
First name / Last name ▲ ...	Email address ...	Creating a Rubric Assignment ...	Forum #2 rating ...	Quiz to Rule them all ...
MB Melanie Bedgood ...	bedgoodm@nsula.edu	-	100.00 (A) ✎	- ...
GF Gwen Fontenot ...	fontenotg@nsula.edu	-	100.00 (A) ✎	- ...

Moodle provides: Grader report, Overview report and User report. Use the dropdown menu to select the report you need.

**Grader Report**

The grader report collects items that have been graded from various parts of Moodle that are assessed, and allows you to view and change them as well as sort them out into categories and calculate totals in various ways. When you add an assessed item in a Moodle course, the gradebook automatically creates space for the grades it will produce and also adds the grades themselves as they are generated, either by the system or you.

Grader report ▾

- View
- ✓ **Grader report**
- Mid-Term/Final Grade Entry
- Grade history
- Outcomes report
- Overview report
- Single view
- Grade summary
- User report

## Grader Report

Along the top of the grader report are several columns: first the course, then the category (if you created categories), then the columns for each graded activity. Any activities which were left “uncategorized” will appear in the general category which is named after the course by default.

When you create an activity on the front page of the course that has a point value, Moodle will automatically build a column in the grader report for that item.

When you assign an activity a grade through the activity itself, Moodle will transfer the grades from the activity into the grader report.



**Grader report** ▾ | Search users | Filter by name ▾

		Moodle.Workshop.Class ...			
First name / Last name ▲ ...	Email address ...	Creating a Rubric Assignment	Forum #2 rating	Quiz to Rule them all	Exam to Show Results
MB Melanie Bedgood ...	bedgoodm@nsula.edu	-	100.00 (A) ✎	- ...	- ...
GF Gwen Fontenot ...	fontenotg@nsula.edu	-	100.00 (A) ✎	- ...	- ...

## Overview Report

An overview report of all grades of a selected student can be viewed from within any course.

**Overview report** ▾

DV **Darth Vader**  

Select a user:

Course name	Grade
Scientific Review Committee (SRC) - CONSAH	1.00
LOUIS Pressbooks LTI Config Test	100.00
Moodle.TrainingVideo.Shell	94.00
Moodle.Workshop.Class	505.00 (D)

## User Report



The User report shows a student's grades in the course. This is actually what the student will see. It includes:






1. A breakdown of the grades for each grade item in the course.
2. The optional teacher-given feedback for each grade.
3. The overall grade for the course.

NOTE: if you have hidden items in your gradebook, students will not be able to see them in the User report.

**User report** ▾ |  [Clear](#) | View report as **User** ▾

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**DV** **Darth Vader**  

Grade item	Grade	Range	Percentage	Feedback
▾ <b>Moodle.Workshop.Class</b>				
 <small>ASSIGNMENT</small> Creating a Rubric Assignment	-	0-100	-	
 <small>FORUM</small> Forum #2 rating	100.00 (A)	0-100	100.00 %	Missed class twice to complete this.
 <small>QUIZ</small> Quiz to Rule them all	85.00 (A)	0-50	170.00 %	
 <small>QUIZ</small> Exam to Show Results	-	0-25	-	
 <small>FORUM</small> Forum #1 whole forum	100.00 (A)	0-100	100.00 %	

