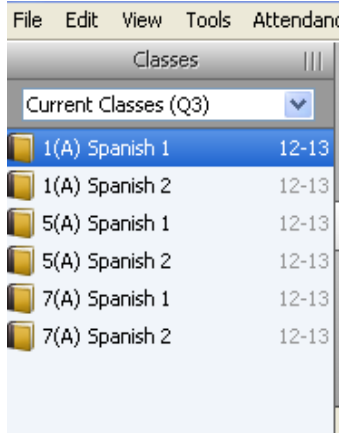


Mass Fill Grades on Assignments

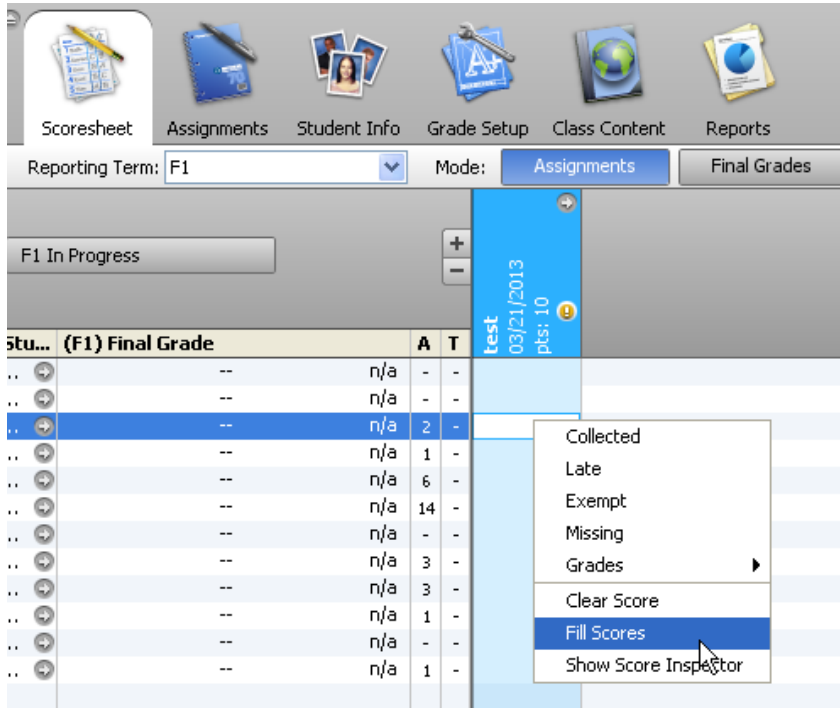
1. Select a class from the Classes pane.



2. To enter scores for a group of students, select the group from the Student Groups pane. Otherwise, all active students display by default.

3. Select the assignment column header for which you want to fill scores.

4. From the gradebook menu bar, choose **Tools > Fill Scores** or right click and select **Fill Scores** from the menu that appears. The Fill Assignment Scores dialog appears.



5. Indicate whether you want to only fill empty scores or replace all scores by selecting one of the following options:

- **Items with No Score**
- **Replace All**

7. Select assignment attributes or enter a score value.

Fill Assignment Scores
Specify assignment scores and attributes

Assignment: **test**

Choose which score cells to fill:

Items with **No Score**

Replace **All**

Scores Comments

Choose one or more values to fill:

Collected:

Late:

Exempt:

Missing:

Score:

Comment:

Approximately 2044 characters left

OK Cancel

8. To fill comments, if applicable.

9. Click **OK**.

Reporting Term: F1 Mode: Assign

F1 In Progress

Stu...	(F1) Final Grade	A	T	test	
...	100	100%	n/a	-	10
...	100	100%	n/a	-	10
...	100	100%	n/a	2	10
...	100	100%	n/a	1	10
...	100	100%	n/a	6	10
...	100	100%	n/a	14	10
...	100	100%	n/a	-	10
...	100	100%	n/a	3	10
...	100	100%	n/a	3	10
...	100	100%	n/a	1	10
...	100	100%	n/a	-	10
...	100	100%	n/a	1	10