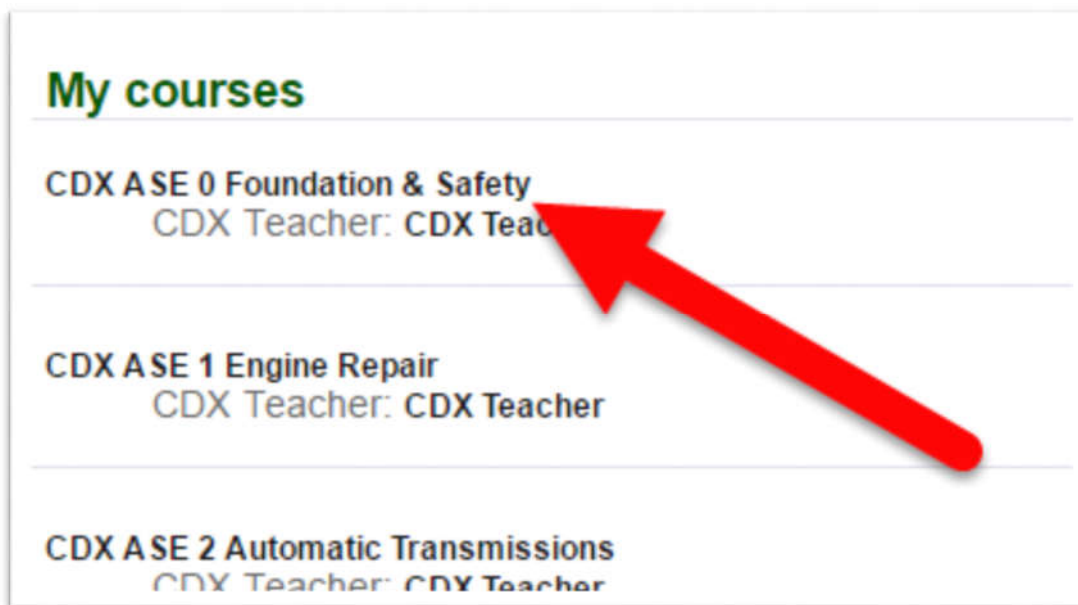
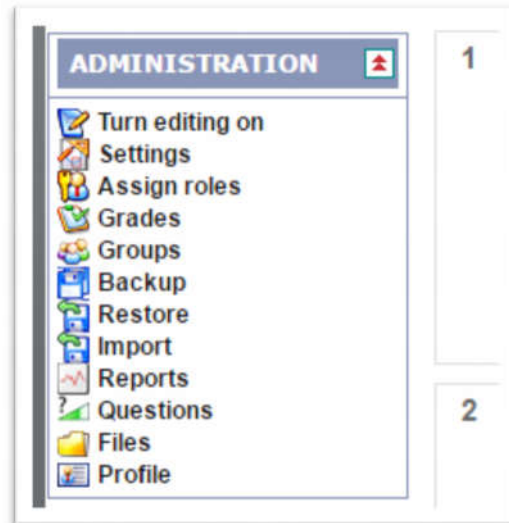


Seeing and Modifying a Student's Quiz Attempt in your MLR2014 CDX Course

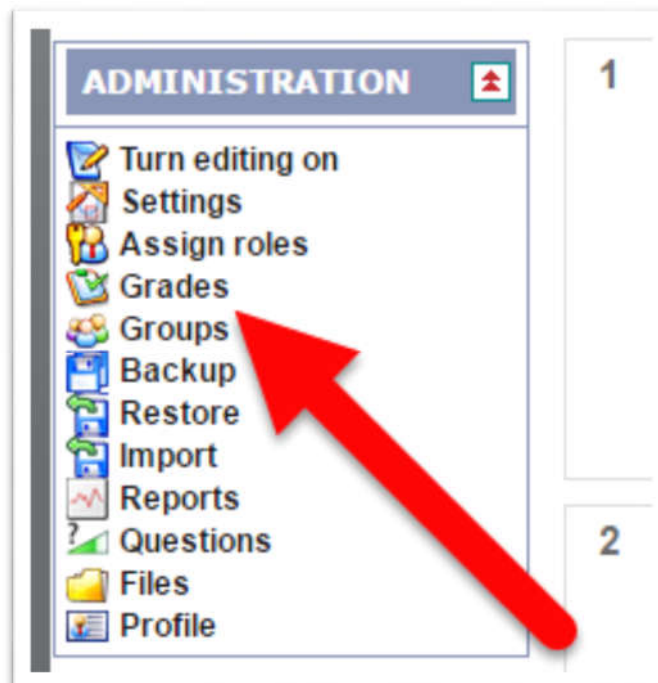
1. To begin, navigate to your CDX site page and log in to your instructor account.
2. Your CDX site will have a separate gradebook for each course section.
3. Begin by navigating to the course section that contains the quiz you would like to see by clicking on that course section from the list found under the heading My Courses.



4. This will bring you to the course home page for that course. On the left side of the page, find the blue box labeled Administration.



5. Under the Administration box, find and click on the Grades option.



- This will bring you to the gradebook for that course. You will see the students of the course listed on the left side of the page, with the Assignments listed across the top.

		CDX ASE 0 Foundation & ...			
		ASE 0 Pretest		Chapter Pretests	
First name / Surname		Foundation and Safety ...	Category total	Careers in Automotive ...	Introduct
Student One		38.73 % (3.67)	(0.00)	90.00 % (9.00)	
CDX Student		-	-	-	
Training Student		-	-	-	
Student Three		24.49 % (2.45)	(0.00)		
Student Two		26.53 % (2.65)	(0.00)		
Overall average		29.25 % (2.93) (3)	(0.00) (3)	90.00 % (9.00) (1)	

- Then find the quiz you would like to see from the row of assignments and click on it.

		CDX ASE 0 Foundation & ...				
		ASE 0 Pretest		Chapter Pretests		
First name / Surname		Foundation and Safety ...	Category total	Careers in Automotive ...	Introduction to Automotive ...	Int
Student One		38.73 % (3.67)	(0.00)	90.00 % (9.00)	85.00 % (8.50)	
CDX Student		-	-	-	-	
Training Student		-	-	-	10.00 % (1.00)	
Student Three		24.49 % (2.45)	(0.00)	-	-	



8. This will bring you to a page that contains a chart of all student attempts. You will see the students' names listed down the left side of the chart. Each row next to a students' name represents an attempt at the quiz.

	First name / Surname	Started on	Completed	Time taken	Grade/10	#1	#2	#3	#4	#5
<input type="checkbox"/>	student student	3 November 2016, 01:53 PM	3 November 2016, 01:53 PM	11 secs	0	0/0.2	0/0.2	0/0.2	0/0.2	0/0.2
<input type="checkbox"/>	Student One	17 November 2016, 04:26 PM	17 November 2016, 04:28 PM	1 min 35 secs	2.45	0/0.2	0/0.2	0.2/0.2	0.2/0.2	0/0.2
<input type="checkbox"/>		17 November 2016, 04:35 PM	17 November 2016, 04:37 PM	1 min 43 secs	3.67	0.2/0.2	0.2/0.2	0/0.2	0/0.2	0.2/0.2

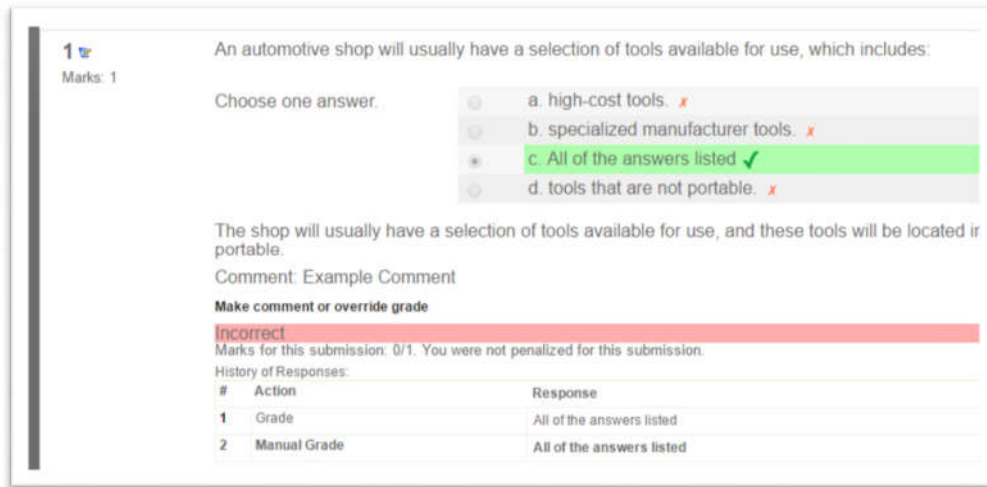
9. A row that has the name column empty means it is an additional attempt made by the student listed directly above it.

	First name / Surname	Started on	Completed	Time taken	Grade/10	#1	#2	#3	#4	#5
<input type="checkbox"/>	student student	3 November 2016, 01:53 PM	3 November 2016, 01:53 PM	11 secs	0	0/0.2	0/0.2	0/0.2	0/0.2	0/0.2
<input type="checkbox"/>	Student One	17 November 2016, 04:26 PM	17 November 2016, 04:28 PM	1 min 35 secs	2.45	0/0.2	0/0.2	0.2/0.2	0.2/0.2	0/0.2
<input type="checkbox"/>		17 November 2016, 04:35 PM	17 November 2016, 04:37 PM	1 min 43 secs	3.67	0.2/0.2	0.2/0.2	0/0.2	0/0.2	0.2/0.2

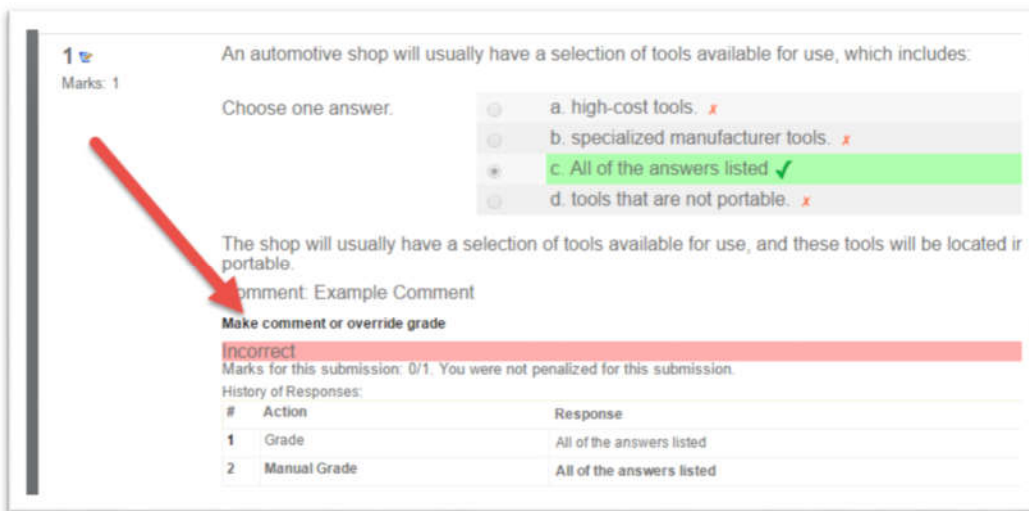
10. In each row, you will see when the student took the quiz, how long they spent on the quiz and the grade they received for that attempt.
11. After those columns, you will see columns for each question that the student received on that quiz. Those columns will tell you how many points that question was worth and how many points the student received on that question.
12. To review an individual attempt, click on the Started On date that is listed.

	First name / Surname	Started on	Completed	Time taken	Grade/10	#1	#2	#3	#4	#5
<input type="checkbox"/>	 student student	3 November 2016, 01:53 PM	3 November 2016, 01:53 PM	11 secs	0	0/0.2	0/0.2	0/0.2	0/0.2	0/0.2
<input type="checkbox"/>	 Student One	17 November 2016, 04:26 PM	17 November 2016, 04:28 PM	1 min 35 secs	2.45	0/0.2	0/0.2	0.2/0.2	0.2/0.2	0/0.2
<input type="checkbox"/>		17 November 2016, 04:35 PM	17 November 2016, 04:37 PM	1 min 43 secs	3.67	0.2/0.2	0.2/0.2	0/0.2	0/0.2	0.2/0.2

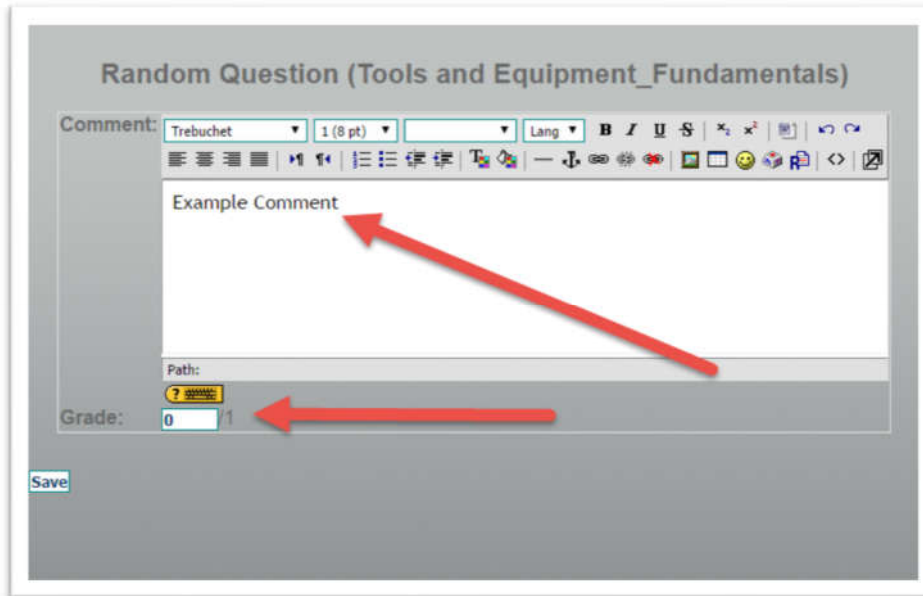
13. This will bring you to a page where you can see all the questions a student received, what answer they selected and what the correct answer is.



14. If you would like to change the score they received for a question or leave a comment on that question, navigate to that question and click on the Make Comment or Override Grade button.



15. This will bring you to a page where you can type in a comment or change the grade that the student received.



16. Once you have added a comment or changed the grade click the Save button to save those changes.

