D2L Assignment Grader App
Faculty Support Guide

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Contents

D2L Assignment Grader is a free mobile application for Apple iPad use that helps to make grading dropbox submissions easier for instructors.   Instructors can submit feedback in a variety of formats including text, audio or video. You can also access rubrics, make inline comments and provide personalized feedback. Assignment Grader also allows you to download dropbox assignments to your iPad and then grade them offline. Once you are back online, you can sync with your D2L course dropboxes. **This is ONLY available for Apple iPad use.*

Minimum system requirements to use D2L Assignment Graders

- For D2L Assignment Grader 2.3, iPad tablet running IOS 8.1 or later
- For D2L Assignment Grader 2.2, iPad tablet running IOS 6.0x, 7.0x, and 8.0x

To determine what IOS version your iPad is running on:

- Click on **Settings** icon
- On the left hand side of screen, click on **General**
- On the right hand side of screen, click on **About**
- Check **Version** to find the IOS version you are running

Download the D2L Assignment Grader app

First, you will need to download the free **D2L Assignment Grader** app.

Create an EduDentity Account

EduDentity is a D2L-built cloud identity management service that provides a single account, an identity and account settings store for users accessing the D2L Learning Environment and the D2L Assignment Grader and D2L Binder apps. We recommend that you create an EduDentity account prior to accessing the D2L Assignment Grader app. You can create an EduDentity account at https://edudentity.com/web/Account/create or follow the steps below for "Log into D2L Online Courses".

Log into Assignment Grader

Once you have downloaded and opened the **D2L Assignment Grader app**, you will come to the log in page. If you log in with an EduDentity account, you will be able to annotate Word, Excel, Powerpoint and Excel documents. If you do not log in to the Learning Environment with an EduDentity account, you will only be able to annotate PDF documents.

Log in methods:
- **Log into D2L Online Courses** – Select if you do not need to utilize the annotation tools for more than .pdf documents or have not yet created an EduDentity account. After you have created an EduDentity account, we recommend that you log in with EduDentity so that you have full use of the annotation tools.
- **Log in with EduDentity** – Select if you have already created an EduDentity account.
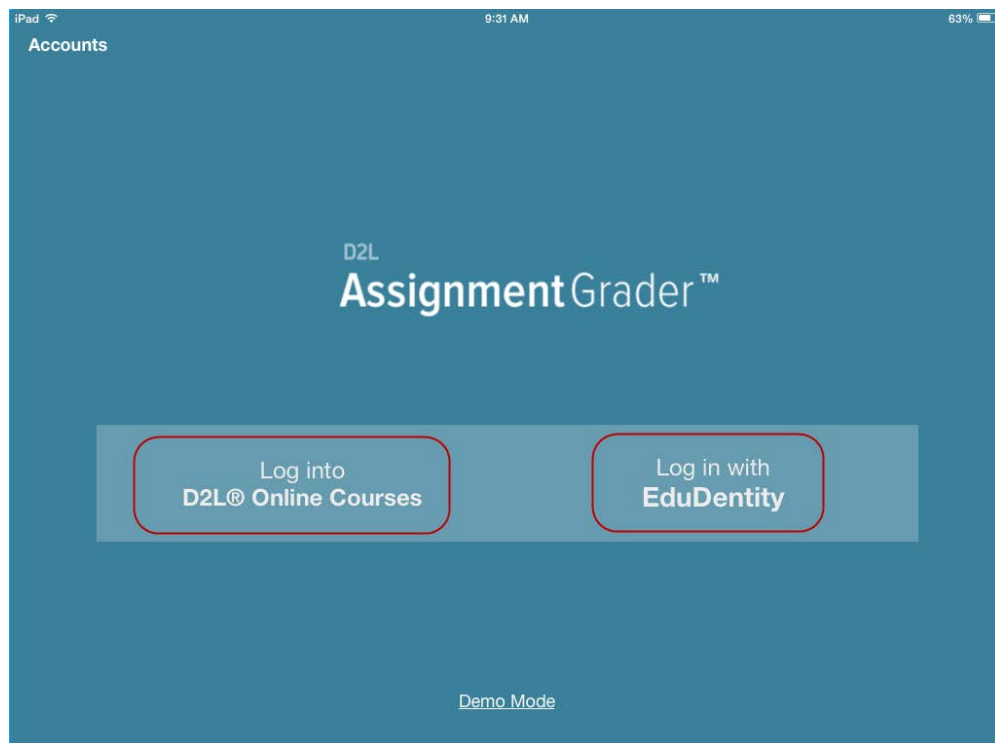
Log into D2L Online Courses *(note that when you log in using this method you will only have the ability to annotate .pdf documents)*

- Tap **Log in to D2L Online Courses**.
- You will be prompted to enter your Learning Environment URL. Enter "**elearn.roanestate.edu"** and then tap **Connect.**

- Enter your RSCC log in credentials and tap **Log In**.

- Create an EduDentity account via "Log into D2L Online Courses". If you have not yet created an EduDentity account, on the next page you will have the option to do so. RSCC recommends that you create an EduDentity account so that you have the ability to annotate Word, Excel, Powerpoint files as well as PDF files. If you have already created an EduDentity account, tap "Connect to an existing EduDentity account".
    - o Tap **Create a new EduDentity account.**
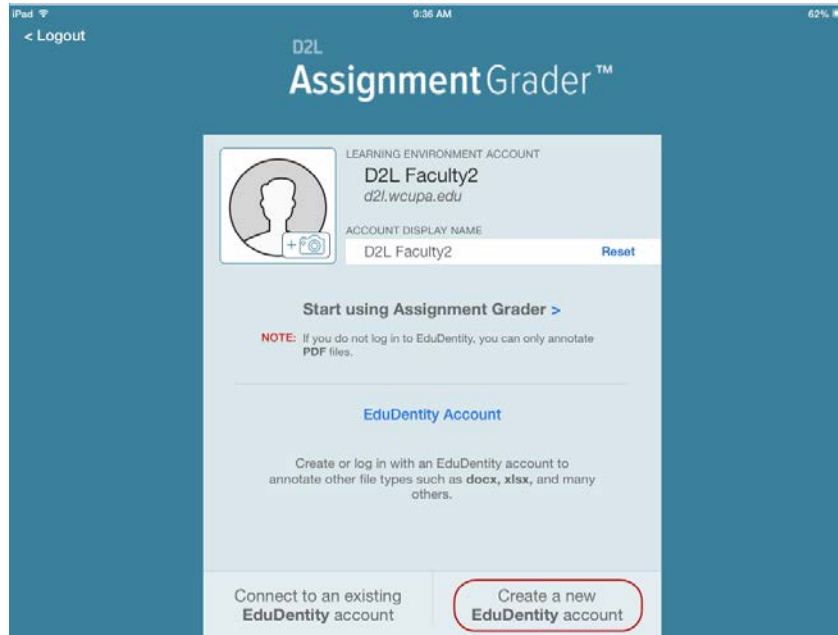
- Complete the form to create your D2L EduDentity account. You will receive a confirmation email to the email address you specified. You must verify account creation via this email to activate your EduDentity account.

- After you have created your EduDentity account, you should log into D2L Assignment Grader with your EduDentity credentials and tap **Sign In**.

Log in with EduDentity

Once you have created an EduDentity account:
- On the log in screen, select **Log in with EduDentity**.
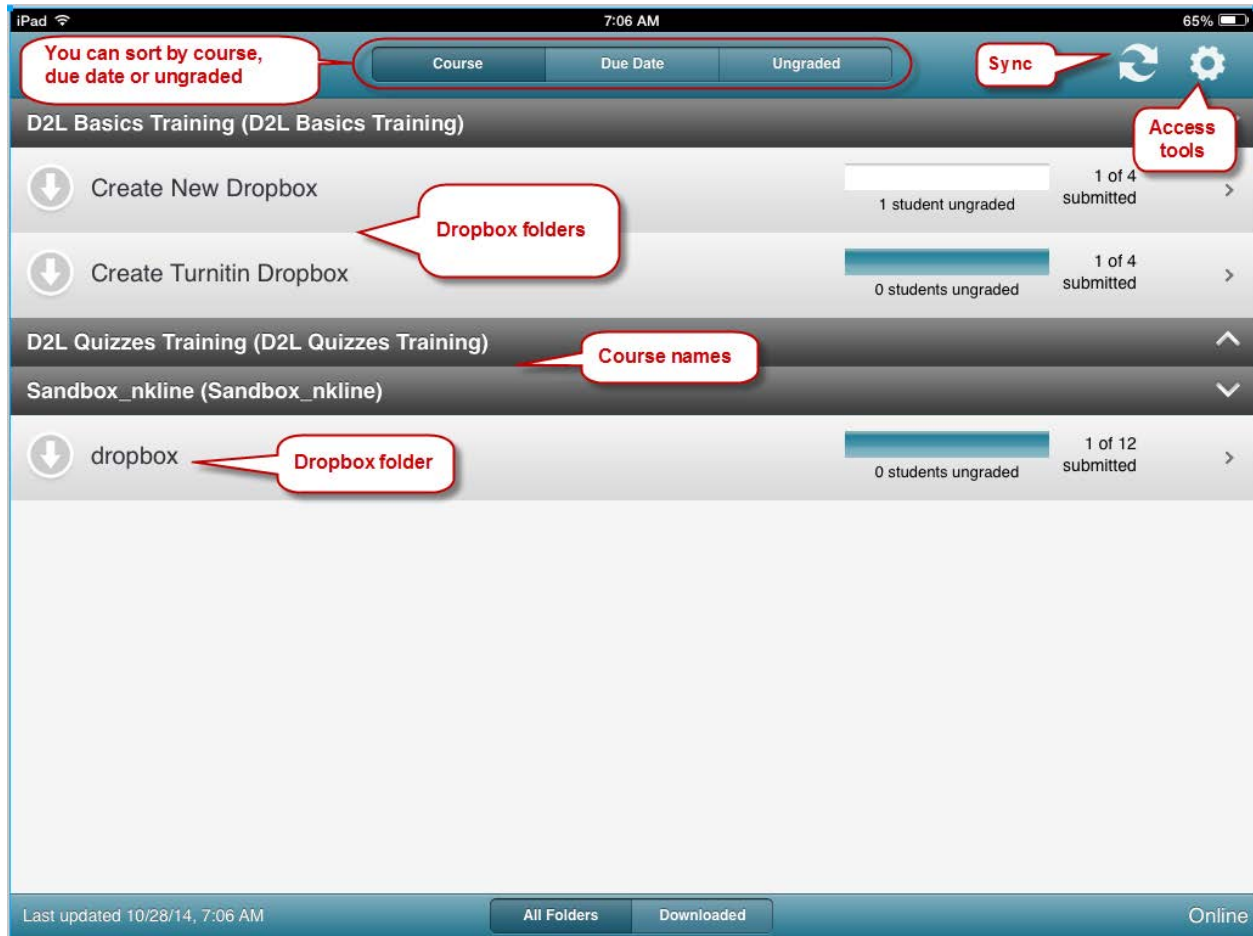

- Enter the email and password associated with your EduDentity account.

- Tap **Sign in**

Using D2L Assignment Grader

The Basics

Once you have logged in, you will come to a page that will display your courses and their dropbox folders.

- You can sort your dropbox folders to view by **Course**, **Due Date** or **Ungraded** items by tapping the tabs on the top of the page.
- Tap the ⟳ Sync icon , to synchronize with D2L.
- Tap the ⚙ Tools icon to change account settings.
- You can minimize course dropbox displays by clicking on the ⌄

How to grade an assignment

Note: Before you begin grading assignments, make sure that you have synchronized D2L Assignment Grader with the dropbox folders in the D2L Learning Environment by clicking on [icon] Sync icon.

- Tap an assignment dropbox folder.
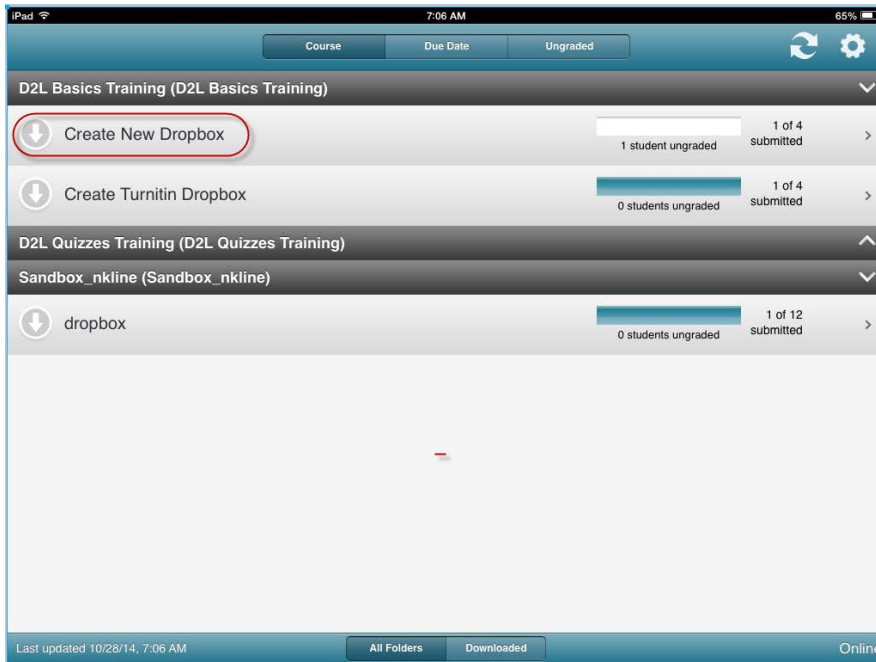
- Tap a student's name to view his/her submission. Assignment Grader will let you know if the assignment has been Graded or if it is Ungraded.

- The student's submitted document will open up.

- To view when the assignment was submitted and any notes from the student, swipe from the left of the screen.
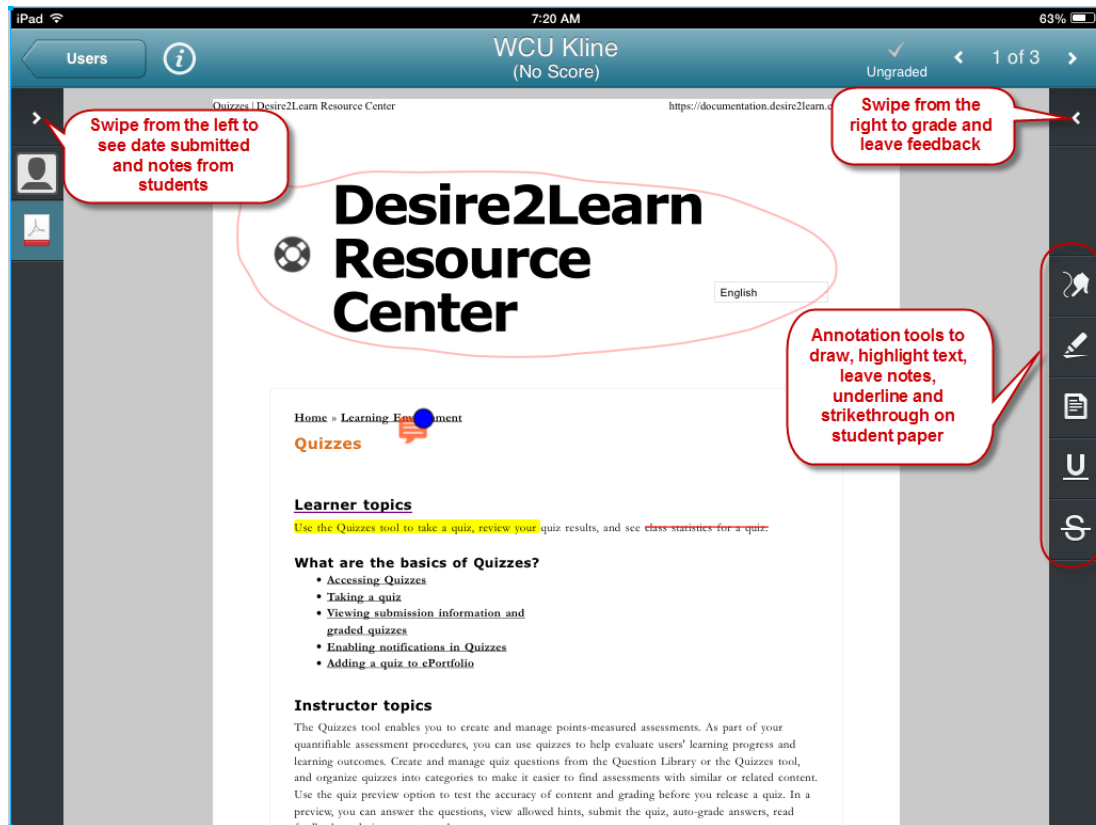- Depending upon how you logged into Assignment Grader, you can utilize the annotation tools (write, highlight, write a note, underline and strikethrough).
  - If you logged in via EduDentity, annotation tools are available Word, Excel, Powerpoint and PDF submitted documents.
  - If you logged into the Learning Environment only, annotation tools are only available for .pdf submitted documents.
- Swipe from the right to open the feedback panel and do any of the following actions:
  - To enter a final score for the assignment, in the Score section, enter a score.
  - To use a rubric, in the **Rubric** section, tap the rubric. When the rubric opens up, you can select the appropriate level for each criterion. If you would like the rubric score to automatically assign the final score, tap **Save and Record** on the bottom of the screen. If you prefer to enter a score manually, tap **Save**.
  - To markup the document using the annotation tools (create note, highlight, draw, underline and strikethrough), tap the tools on the feedback panel. Tap **Done**. *Note: in image documents the only annotation tools available are Create Note and Draw.*
  - To give audio feedback, in the **Record** section of the screen, tap **Audio**. Tap **Record button** to say your feedback. Once you are done, tap the **Record button** again.

- o To give video feedback, in the Record section of the screen, tap **Video**. Tap the **Record button**. Tap the red circle. Say your feedback. Once you are done, tap the red square to end the recording.
- o To give written feedback, in the Feedback section of the screen, type in your feedback.
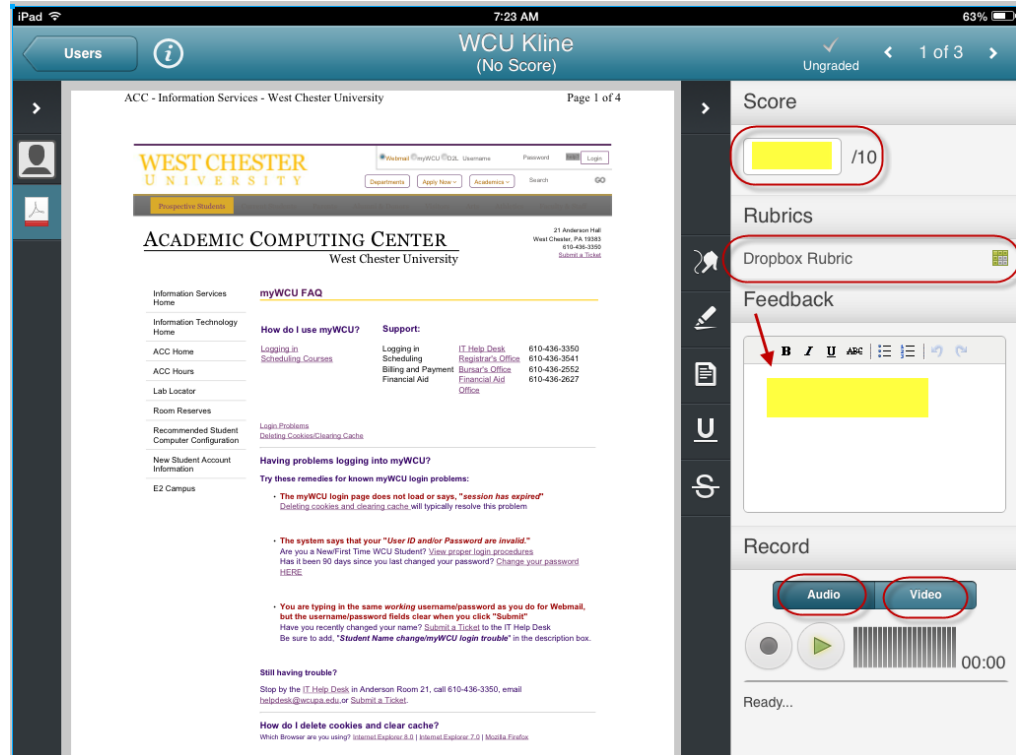

- Students will receive feedback as an attachment.
- If Assignment Grader is set to automatically submit feedback, your assessment is uploaded when you tap to move to the next student's submission. If Assignment Grader is not set to automatically submit feedback, you will need to tap **Not Published** icon on the top of the screen to upload the feedback.
- To return to view all student submissions, tap **Users**.

Work Offline

You can download assignments from a dropbox directly to your iPad so that you can work offline. Note that you must be online to download assignments so that you can then work offline.

- Tap the download arrow icon to the left of a dropbox to download the assignments to your iPad.
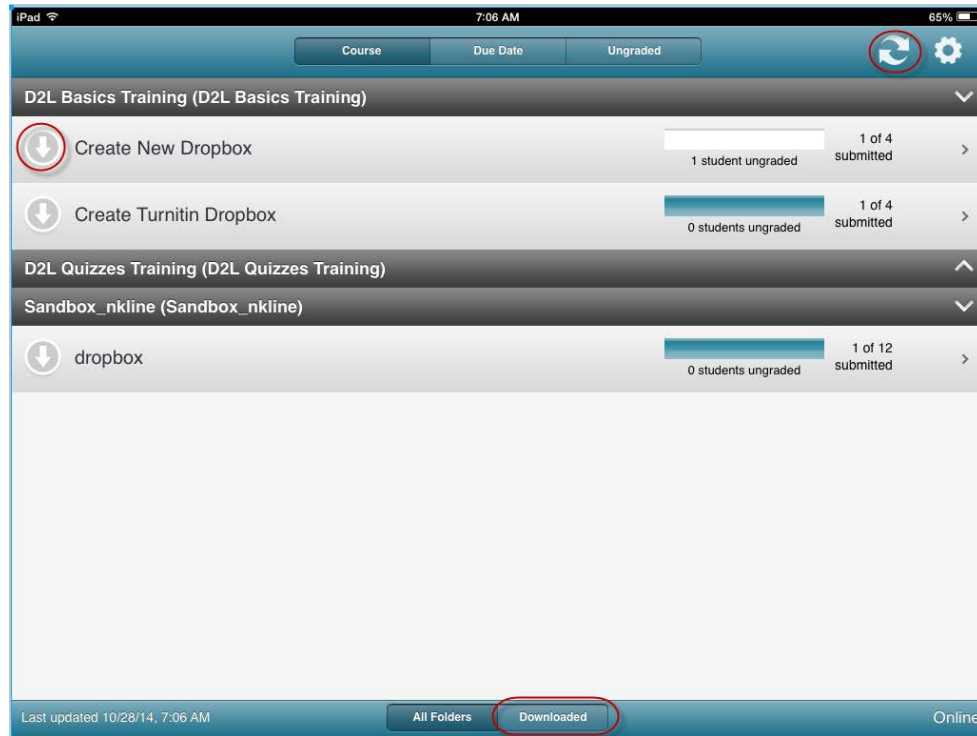

- Submissions will appear in the **Downloaded** tab on the bottom of the screen.
- After the submissions have been downloaded, you do not need an active internet connection to grade the assignments. However, when you are ready to upload the graded assignments back into D2L you will need an active internet connection.
- Grade the assignments as described above.
- Once you are back online, you can tap the 🔄 Sync icon to synchronize with D2L.

How to change your D2L Assignment Grader settings

To change the network or display settings or clear the device cache:

- On the Assignment Grader homepage, tap the **Settings** icon.
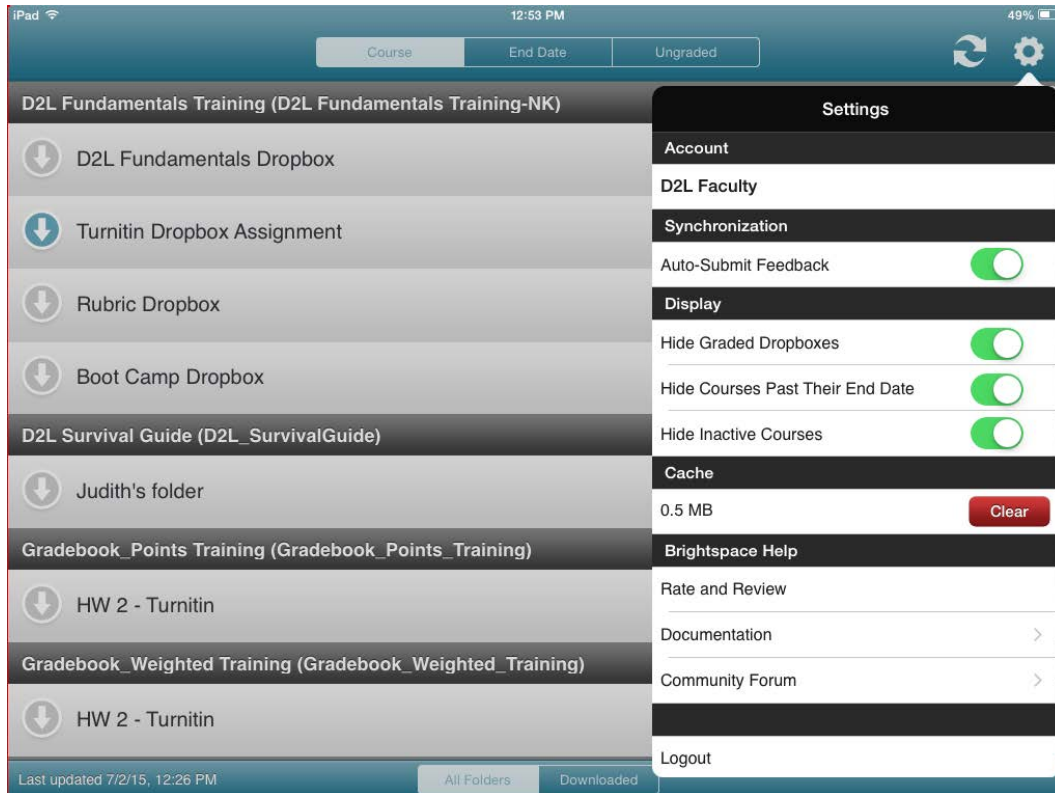
Change Synchronization

- In the Synchronization section of the menu:
  - To automatically publish student submissions automatically after grading, slide the **Auto-Submit Feedback** switch to "On". If you prefer to manually publish submissions, slide the switch to "Off".

Change your display settings

- In the Display section of the menu, do any of the following
  - To hide dropboxes that are already graded, slide the **Hide Graded Dropboxes** switch to "On".
  - To hide courses that are no longer active, slide the **Hide Inactive Courses** switch to "On".

Clear the device cache

- In the Cache section of the menu, tap the **Clear** button.