How to set Overall Grade for ISD Grade Extract in Ultra course

Blackboard Ultra uses the **Overall Grade** column as 'external grade' to send student grade average to the ISD.

1. Navigate to 'Gradebook' page, click the 'Grades' view:

Content Calend	lar Annou	uncements	Discussions	Gradebook	Messages	Analytics	Groups
Gradable Items	Grades	Students					

2. click on the 'Overall Grade' column, and click 'Edit':

Students 🗢	Overall Grade +			
5 Students	1,000 points			
Daffy-Duck Test ID: 1841916	Delete			

3. Select 'Calculate grades based on points earned...' and display as 'Points', click Save, then exit:

)verall Grade			
Cc	Calculation Details	$Grades \rightarrow$		
S	elect a Calculation Type	Overall Grade Settings		
As	Points Weighted Advanced sign point values to grade categories (such as tests or assignments) and grading items (such a particular test). Hide Instructions Unlike Led Lan item from its categories to calculate it independently. Instructions Instructions	 The overall grade helps students keep track of their performance in your course. The overall grade is calculated using relative weights for gradebook items or categories. Calculate grades based on points earned out of total graded points. 		
	• Exclude [\bigotimes] items and categories from the overall grade calculation.			
	Test 0 ⊘ ∨ 15 items ⊕ Edit calculation rules 0 ∨	Select how the overall grade is displayed		
	Discussion 8 items 🕑 Edit calculation rules 160 🖉 🗸 🗸	Points - Show to students		

4. On or before the grade submission date, navigate to the 'Gradebook' page and make sure that all assignments, quizzes, and exams in the grading period have been graded and posted. To ensure that the ISD Grade Extract pulls student grades correctly, a '0' must be entered for non-submitted work:

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Students +	Overall Grade 🗢	Lesson 1 Quiz 🜩	Lesson 2 Quiz 🗢	Lesson 1 Discus	Lesson 2 Discus 🗢	Lesson 3 Quiz 🜩	Lesson 3 Discus
	1,000 points	30 points	30 points	20 points	20 points	30 points	20 points
5 Students	41 items	🧭 Complete	🧭 Complete	🕑 Complete	🧭 Complete	🧭 Complete	📀 Complete
Tasmanian-Devil T	925 / 1,000	30	20	20	0	30	20
ID: 1841913		Posted	Posted	Posted	Posted	Posted	Posted
Pepe-Le-Pew Test	878 / 1,000 20 Poste	20	30	20	20	30	0
ID: 1841914		Posted	Posted	Posted	Posted	Posted	Posted

Note: Refer to the ISD grade schedules (sent by the High School team) for the grade submission dates.

For questions or assistance setting up the Overall Grade, please contact de.techsupport@ctcd.edu