D2L Brightspace – Daylight Experience
The Assignment Grader App
# D2L Brightspace – Daylight Experience: The Assignment Grader App

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Introduction

D2L Brightspace – Daylight Experience® is an excellent tool for instructors. This document has been developed to introduce you to the Assignment Grader app.

This app will allow you use your iPad® to grade items that have been submitted to your Desire2Learn Assignment tool. The various sections presented on the following pages will help you to learn how to use the different features within the application.

Learning Objectives

After completing the instructions in this booklet, you will be able to:

- Install the application
- Access assignments
- Understand the various views
- Grade an assignment
- Work offline
- Know the various supported file types
Installing the App

The following explains how to install the Assignment Grader app on your iPad.

1. From your iPad, open the App Store.
2. In the App Store, enter the search term: Brightspace Assignment Grader.

![Figure 1 - Searching for Assignment Grader]

3. Your search results will appear. Tap Get located next to Brightspace Assignment Grader.

![Figure 2 - Tap Get]

4. If the App Store window appears, tap Install.

![Figure 3 - Tap Install]
5. The *Brightspace Assignment Grader* will be installed on the device.

![Figure 4 - The Assignment Grader App](image)

**Accessing the App**

The following explains how to open the app on your iPad so that you can access Assignments.

1. From your iPad, tap the *Brightspace Assignment Grader* app.

![Figure 5 Tap the Grader App](image)

2. The *Brightspace Assignment Grader* App will open. Tap **Log into D2L Online Courses**.

![Figure 6 - Tap Log into D2L Conline Courses](image)
3. In the login screen, type https://kennesaw.view.usg.edu (See Figure 7).

4. Tap Connect (See Figure 7).

5. You will be taken to the log in page. Enter your NetID Credentials (See Figure 8).

6. Click Log In (See Figure 8).

7. If D2L Brightspace prompts you by asking you to access your information, touch Continue.
8. Tap **Start using Assignment Grader**.

![Start using Assignment Grader](image)

**Figure 10 - Tap Start using Assignment Grader**

9. You will be taken to your assignments. The layout is as follows:
   a. **Course** – Allows your view to be arranged alphabetically (See Figure 11).
   b. **End Date** – Allows your view to be sorted by earliest end date (See Figure 11).
   c. **Ungraded** – Allows you to view submissions based on the amount of ungraded submissions (See Figure 11).
   d. **Assignments** – Access and view your assignments (See Figure 11).
   e. **Settings** – Access your settings and log out of the app (See Figure 11).

![Assignment Layout](image)

**Figure 11 - Assignment Layout**
Grading an Assignment

The following explains how to grade an assignment:

1. Tap the **assignment folder** that contains the assignments that you wish to grade.

2. The **student submissions** will appear on your device. Near the bottom of the screen, you will see four views:
   a. **Ungraded** – Sorts ungraded assignments to the top of the list (See Figure 13).
   b. **Name** – Sorts the student names in alphabetical order (See Figure 13).
   c. **Date** – Sorts assignments so the most recent submissions appear at the top (See Figure 13).
   d. **Grade** – Sorts assignments from the highest to lowest grade (See Figure 13).

3. Tap the **name of a student** in the list so that you can access the assignment that he or she submitted.
4. To provide feedback, tap the **arrow**.

![Figure 15 - Tap the Arrow](image)

5. The *feedback screen* will appear. Enter the appropriate score for the student (See Figure 16).

6. Provide *Feedback* in the *feedback* window (See Figure 16).

![Figure 16 - Providing Feedback](image)

7. Tap **Users** to return to the list of students.

![Figure 17 - Tap Users](image)

8. To grade another student’s assignment, follow the *steps 3 to 7* above.

9. When you have graded all assignments, tap **Publish all**.

![Figure 18 - Tap Publish All](image)
10. From the Publish All screen, tap OK.

![Figure 19 - Tap OK](image)

11. When the publishing process is complete, the assignments will display the Published icon.

![Figure 20 - Published Assignments](image)

12. Tap All Folders to return to the list of Assignments.

![Figure 21 - Tap All Folders](image)

**Working Offline**

With the app, you have the ability to download student assignments so that they can be graded on your device. The following explains how to download assignments and grade when you do not have access to wireless:

**Downloading Assignments**

The following explains how to download assignments in the Assignment Grader app.

1. Tap the folder that contains the assignments that you wish to grade.

![Figure 22 - Assignment 4](image)
2. **Tap the** **Download** **icon.**

![Figure 23 - Tap Download](image)

3. **Tap the** **All Folders** **icon to return to the list of Assignment folders.**

![Figure 24 - Tap All Folders](image)

**Note:** It may take some time for the assignments to download to your device. It is recommended that you leave your device connected to wireless while the download commences.

**Grading the Assignments Offline**

The following explains how to grade assignments that have been downloaded to your device when you are in an area without wireless access:

1. **Tap** **Downloaded**, **located on the bottom of your device.** You will be taken to your downloaded files.

![Figure 25 - Click Downloaded](image)

2. **Tap the folder** that contains the assignments that you want to grade.

![Figure 26 - Tap the Folder](image)
3. Tap the **assignment** you wish to grade.

![Figure 27 - Tap the Assignment](image)

4. You will be taken to the assignment. Tap the **arrow** to access the grade.

![Figure 28 - Tap the Grade/Feedback Arrow](image)

5. Enter the **score** into the **Score** field (See Figure 29).
6. Enter your **feedback** into the **Feedback** field (See Figure 29).

![Figure 29 - Entering Feedback](image)

7. Tap the **Users** button to return to the list of students.

![Figure 30 - Tap Users](image)

8. When you have finished grading all assignments, tap **All Folders** to return to your list of assignment folders.

![Figure 31 - Tap All Folders](image)
9. Tap **All Folders**, located on the bottom of your device.

![All Folders](image)

*Figure 32 - Tap All Folders*

**Uploading Grades**

When you are ready, you can upload the grades from your device. The following explains how to upload grades when you have wireless access:

1. Tap **All Folders** near the bottom of your device.

![All Folders](image)

*Figure 33 - Tap All Folders*

2. Tap the **Assignment** folder that contains the *graded assignments* that you wish to upload.

![Tap the Assignment](image)

*Figure 34 - Tap the Assignment*

3. Tap **Publish all**.

![Tap Publish all](image)

*Figure 35 - Tap Publish All*

4. Tap **OK** in the *Publish all grades* window.

![Tap OK](image)

*Figure 36 - Tap OK*
5. It may take several minutes to upload all grades into D2L Brightspace. Upon completion, you will see the Published icon.

![Figure 37 - Published Icon](image)

6. When you are finished, tap All Folders.

![Figure 38 - Tap All Folders](image)

**Supported Files**

The following types of files are supported by the Assignment Grader app:

- Microsoft® Word®, Excel®, and PowerPoint®
- Apple® Pages®, Numbers®, and Keynote®
- Web Pages (.htm and .html)
- .mp3 files (Audio)
- .mp4 files (Video)
- Images (.jpg, .png, .gif, and .tiff)
- Rich Text (.rtf)
- Text based format (.txt)

**Additional Help**

For additional support, please contact the KSU Service Desk:

**KSU Service Desk for Faculty & Staff**

- Phone: 470-578-6999
- Email: service@kennesaw.edu
- Website: http://uits.kennesaw.edu