

Grade columns display grades for the different activities in your course. In Ultra course view, you can create columns for:

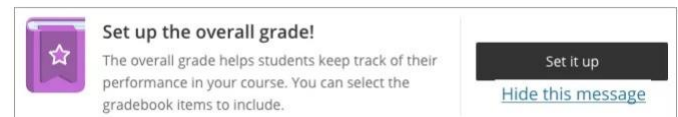
- **Overall Grade** — Displays the final course grade based on points, weighted items, or a custom formula. **Gradable items** — Columns are added automatically for grade items completed online, such as tests and assignments, or you can add columns manually for gradable items completed offline, such as activities that took place outside of class.
- **Total Calculation column** — Displays a calculated score based on points or weighted items. This is most often used for a Term calculation to provide students with another view of the Overall Grade, where one is in points and the other is percentages. For more information, see [Total Calculation Columns](#).

## Overall Grade column

The **Overall Grade** column displays a calculated running tally of all the items you grade and post that count toward the overall course grade. It appears in the gradebook next to the students' names so you can quickly see how each student is performing.

## Set up the overall grade

If you don't have the overall grade configured yet, you'll see a banner prompting you to set it up.



*Don't want to use the overall grade? Select **Hide this message** to remove this prompt from your screen. If you change your mind, you can always add the overall grade via the Gradebook Settings.*

1. From the banner, select **Set it up**. The Overall Grade page appears.
2. Under **Select a Calculation Type**, select Advanced:

### Overall Grade Calculation

Choose the format to calculate the overall grade for your course:

- Points  
[Show example](#)
- Weighted  
[Show example](#)
- Advanced  
Use the formula editor to create a bespoke calculation for the overall grade

Cancel Next

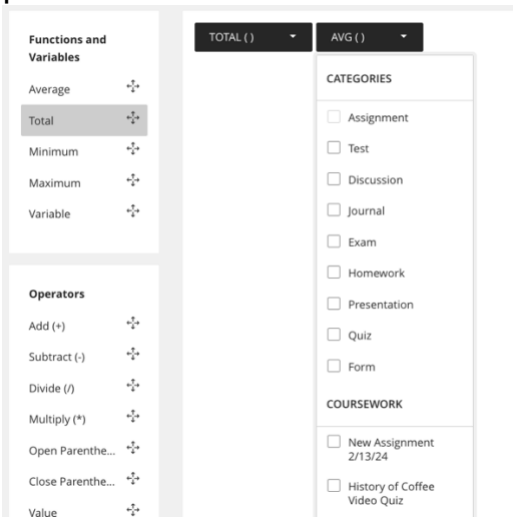
- **Advanced**. Use a custom formula to calculate the overall grade.

## Add an advanced overall grade calculation

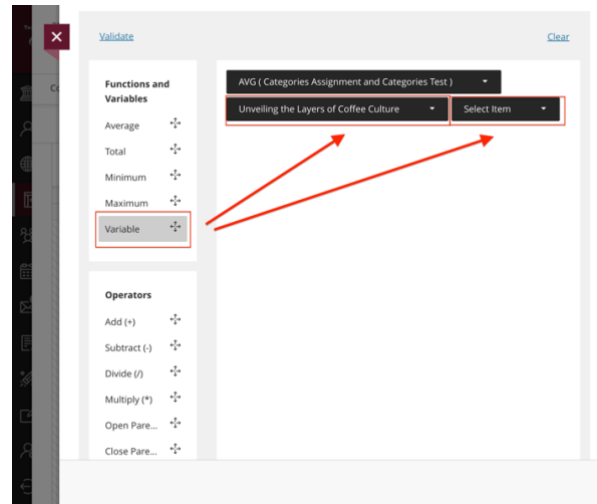
This option gives you greater flexibility and supports varied evaluation practices. It is

useful if you want to base the overall grade on a calculation involving one or more specific assessments.

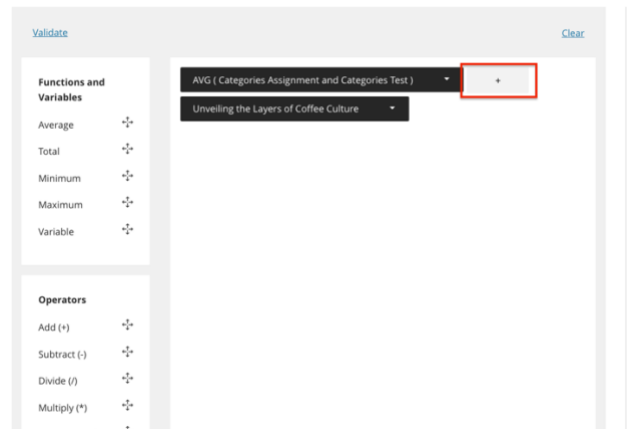
1. From the Overall Grade page, under **Select a Calculation Type**, select **Advanced**.
2. Start creating your formula. In the left pane, select a function, variable, or operator to add it to the right pane.



For example, select **Total** in the left pane to add that function to the right pane. Expand the list and select the items to include in the formula. When you choose a category, all items in that category are included. You must choose graded items and other calculations individually. Scroll through the list to view all items. In the **Variable** menu, select an item to include.



- After you make a selection in a menu, click outside of the menu to exit and save the selection in the right pane. Each element you add to the formula appears at the end.



- To reorder your formula, select an element and drag it to the new location.
- To remove an element, select it and select the **X**.
- To start over completely, select **Clear** to remove all elements at one time.
- NOTE: You can reuse any function, variable, or operator.

3. Under **Overall Grade Settings**:

1. To divide the points earned by the total graded points, select **Calculate grades based on points earned out of total graded points**. If you don't select this option, the overall grade is calculated as earned points divided by the total possible points

Calculate grades based on points earned out of total graded points.

2. Under **Select how the overall grade is displayed**, select letter grade, percentage, points, Complete/Incomplete, or any grading schema created in the course. When you select Points, instructors and students see the overall grade as a fraction of the total points earned, divided by the total points available in the course. For example, 745/800.

Calculate grades based on points earned out of total graded points.

Select how the overall grade is displayed

Letter

Letter

Points

Percentage

Complete/Incomplete

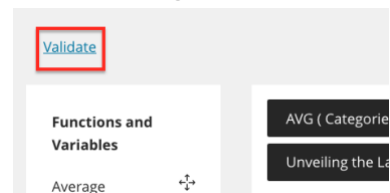
3. To allow students to view the overall grade and calculation details from the information button in their Gradebook, select **Show to Students**.

Select how the overall grade is displayed

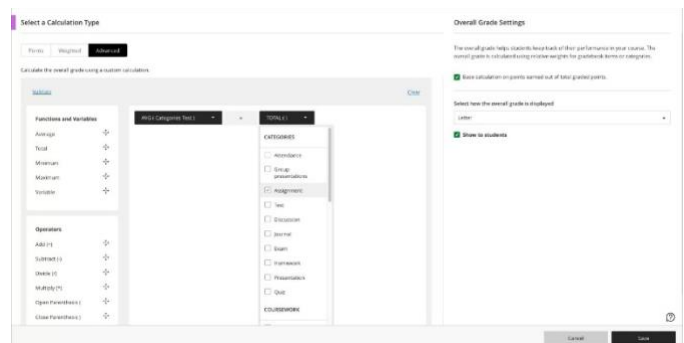
Letter

Show to students

4. Select **Validate** to check the accuracy of your formula. Issues with your formula are highlighted in red. Make changes as needed.



5. Once the formula is confirmed as valid, select **Save**.



*You can introduce values with up to two decimal places.*

*Anonymous graded assessments aren't included in calculations until you turn off anonymity.*

### **Edit overall grade settings.**

To edit the configuration for the overall grade column, from the Gradebook, select **Settings** to open the Gradebook Settings panel. Then select **Manage**

## overall grade settings.

50, 65, 75

[View class performance](#)

Send activity stream alerts to students based on these settings

### Automatic Zeros

Assign automatic zeros for past due work  
*Students can submit late to update their grades.  
Students with due date accommodations aren't affected.*

### Overall Grade

[Manage overall grade settings](#)

### Grade Categories

Grade categories are groups of similar coursework. You can add custom categories to the gradebook.

Add New Category

Attendance



**For more support, contact the eLearning Team:**

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**Call:** (956) 326-2792

**Visit:** CWT 208, Monday to Friday, 8 AM to 6 PM (CST)