



My Grades

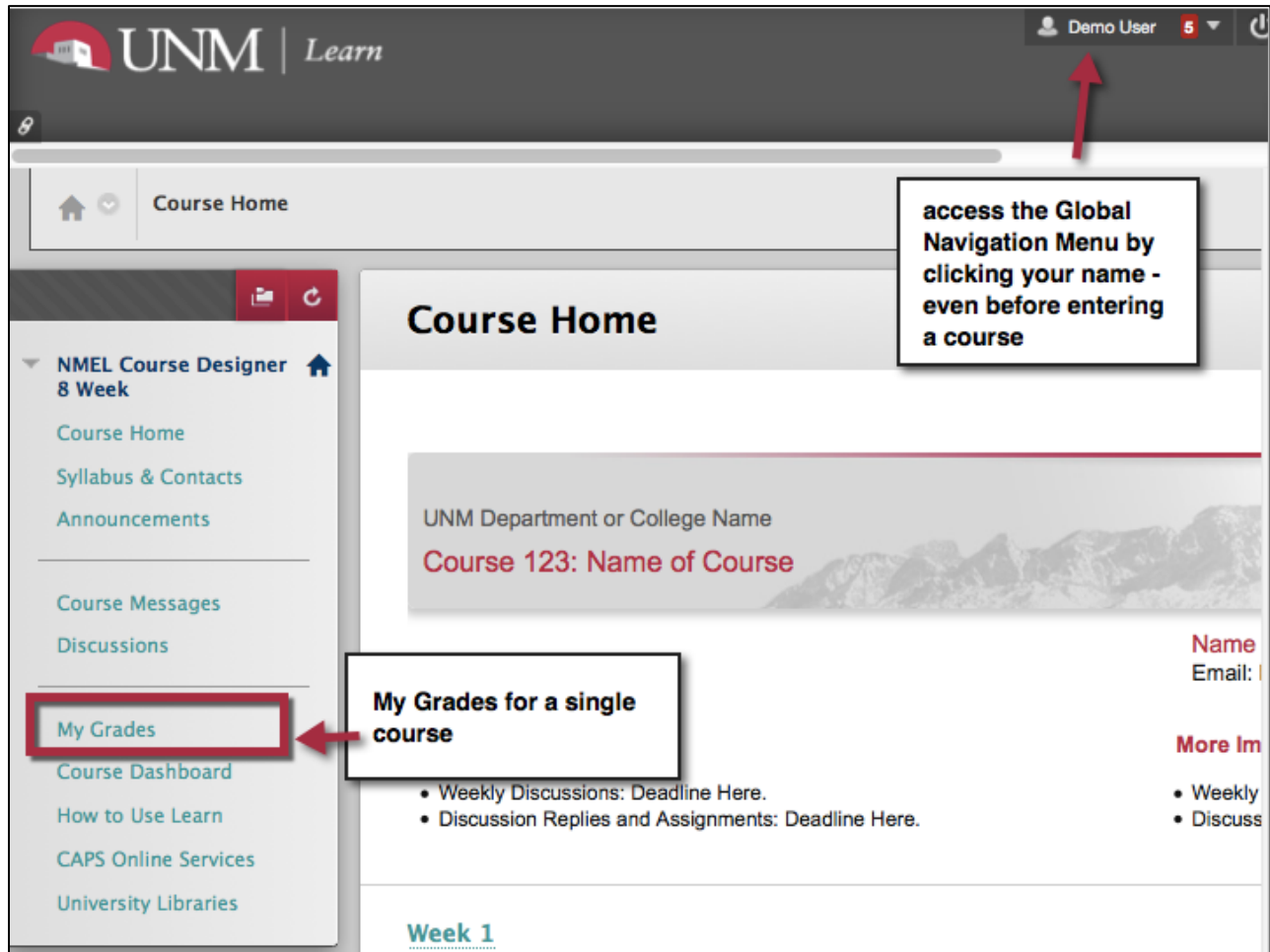
Accessing My Grades

“My Grades” is the page that will show you everything in the course that is a gradable element, and if it has been graded.

There are three major ways to see “My Grades:”

- Through the “My Grades” link under Tools on the right side of your “My Courses” page. You will see all gradable items in all of your UNM Learn courses.
- Through the **Global Navigation** Tool where you will see all gradable items in all of your UNM Learn courses. You can sort by Course or Status, such as Last Graded or Last Activity.
- Your instructors may have added a “My Grades” link in the **Course Menu**.

The screenshot shows a user interface with two main columns. The left column is titled "My Courses" and lists several courses with blurred details. The right column contains three sections: "Institution Bookmarks" with links like "Get Support", "UNM University Libraries", "Branch and Special Libraries", "CAPS Online Tutoring Services", "students.unm.edu", "IT Computer Pods", and "UNM Bookstore"; "Tools" with links for "Calendar" and "My Grades" (the latter is highlighted with a red border); and "Course Evaluations" with a link for "Student: Click here to complete your course evaluations".



The My Grades Screen

The “My Grades” screen offers many ways to customize what you want to view. The words across the top: **All**, **Graded**, **Upcoming** and **Submitted** are tabs that will filter what you see.

The list can be sorted using different choices from the “Order by” drop-down menu.

You can click individual titles to see the description, the work you have done, and if it has been graded, your grade with any comments. For quizzes and tests, depending on the settings entered by your instructor, under the “View Attempts” window, click the number grade on the right to see questions and feedback.



My Grades

Use these tabs to see different views

Use this menu to change the order

click the title of the grade item to see the description, the work you have done and if it has been graded, your grade with any comments

ITEM	FEEDBACK	LAST AC	Grade
Weighted Total			
A+			
Participation			800.00 / 800
Module 0: Welcome to Mobile L... DUE: JAN 26, 2014		PM	100.00 / 100
Module 1: Define Mobile Learning		PM	100.00 / 100
M(y)-Learning Journal DUE: MAY 10, 2014		GRADED PM	100.00 / 100

View Attempts

Column Details

Item Name	Quiz Chapter 10
Aggregation	Last attempt
Due Date	1/22/15
Points Possible	6

If available, quiz questions/ feedback can be viewed by clicking the score.

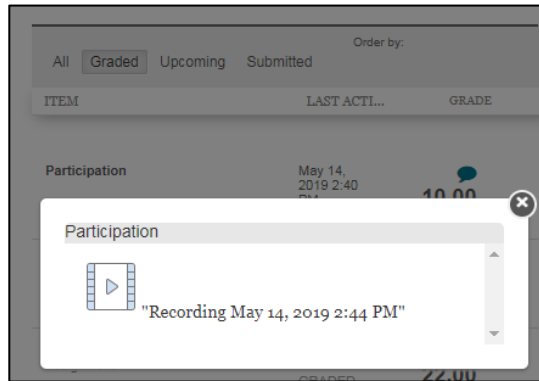
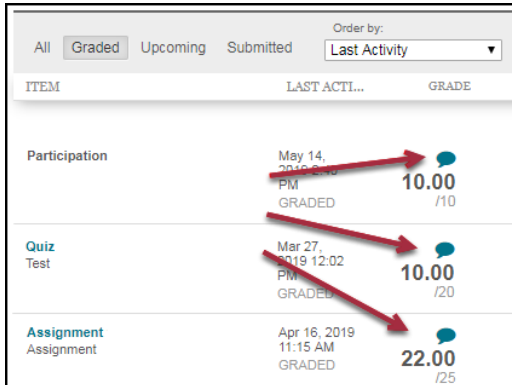
Attempts

Date Created	Date Last Submitted or Edited	Calculated Grade
Jan 15, 2015 2:46 PM	Jan 15, 2015 2:46 PM	5



How to View Feedback

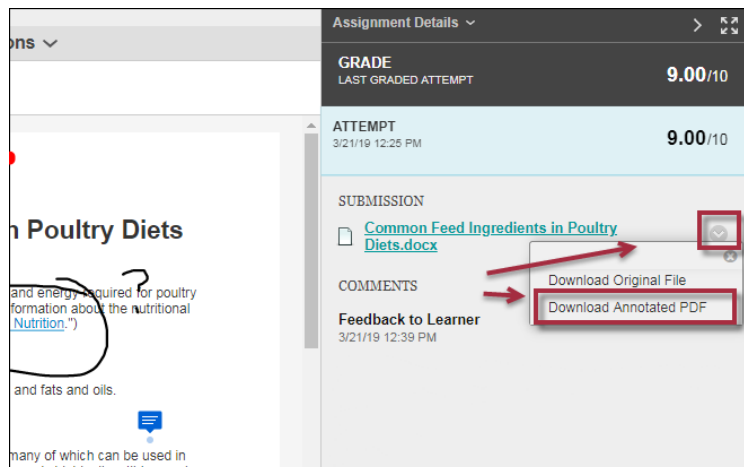
1. From the “My Grades” screen, click the Feedback icon.
2. Click the Recording icon to hear/ see your instructor’s feedback.



Annotated Assignments - Download PDF

In grading assignments in UNM Learn, your instructor has the option to use online tools to make comments on your work. You can view them by navigating to the screen that lets you view your submission.

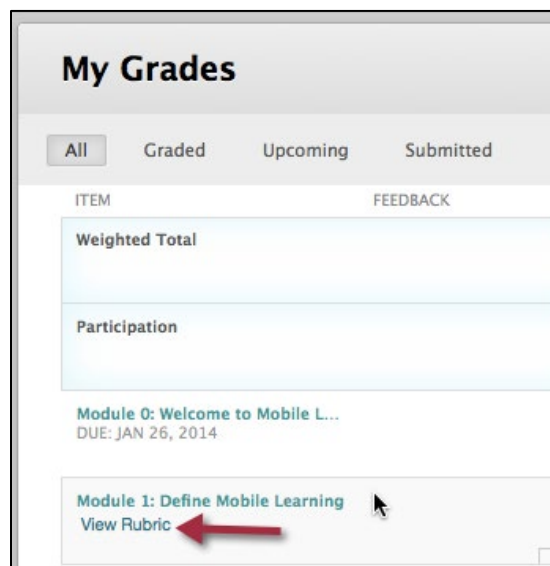
To download a PDF copy, click the drop-down menu to the right of the file you submitted > “Download Annotated PDF.” Note: Not everything displays correctly if you click to view it in a web browser (e.g., Chrome, Safari, Edge and Firefox). *To be sure you are seeing everything, view the PDF in a dedicated PDF viewer (e.g., Adobe Acrobat DC or Acrobat Reader DC).*





Rubrics

If your instructor has told you he or she is using a rubric for grading, move your mouse over that assignment or discussion forum to see the “**View Rubric**” link. Always try to look at a grading rubric BEFORE you do your work, so you are clear about how your instructor will be grading you.



Assignments - Review Submission History

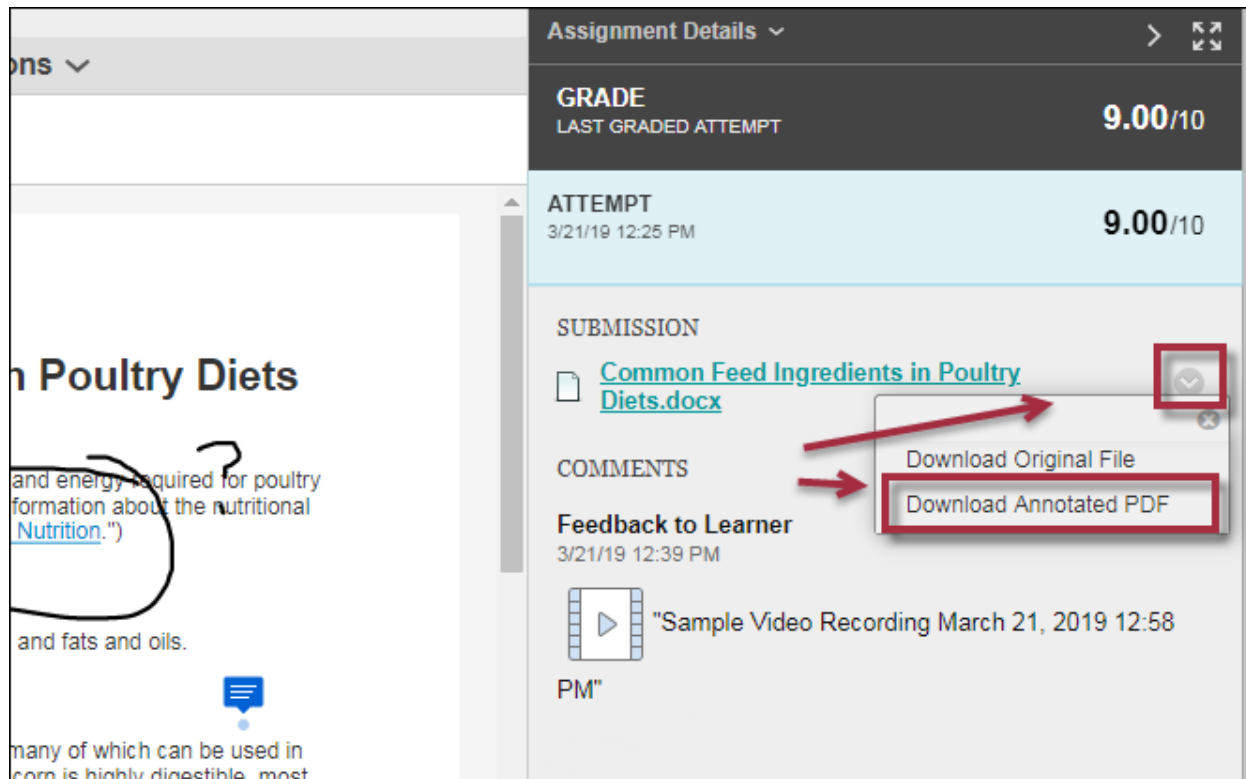
If your assignment has not been graded, the Grade column contains a symbol indicating its status. If your assignment has been submitted and graded, the grade appears in the Grade column.

To view more detail, click the link to see the assignment’s “**Review Submission History**” page. This page includes:

- **SUBMISSION:** Shows your original file or files. If your instructor has used the Inline Grading tools to annotate your work, you can download a PDF copy. *Note: to be sure everything displays correctly, use a dedicated PDF viewer like Adobe Acrobat or Acrobat Reader.*



- **COMMENTS:** Your instructor can leave text comments, attach files and/ or provide audio or video feedback here.



Checking Submission Receipts

When you successfully submit an assignment, UNM Learn will email a submission receipt number to your UNM-preferred email address. These are also saved in “My Grades.”

1. Click the “**Submitted**” tab.
2. Click the “Submissions Receipts” number at the bottom.



Order by: Last Activity

ITEM	LAST ACTIVITY	GRADE
Current state Assignment - Thing DUE: MAR 28, 2017 Assignment	Apr 3, 2018 11:53 AM SUBMITTED	- !
Group 2 - Forum 1 Discussion	Jan 24, 2017 12:09 PM SUBMITTED	- !

Submission Receipts 2

Submission Receipts

CONFIRMATION NUMBER	SUBMITTER	COURSEWORK	DATE	SUBMISSION	SIZE
0B6013FA-0556-4E2E-B6F4-E982AA7C20CE	Student 03	Current state Assignment - Thing	Apr 3, 2018 11:53 AM	Grasshoppers-Orthoptera.docx	87kb
17F2DA9A-41BF-4BBF-A791-A3BBCFF28736	Student 03	Current state Assignment - Thing	Jan 10, 2018 10:45 AM	PURL.docx	11.8kb

Displaying 1 to 2 of 2 items

Show All Edit Paging...

My Grade Item Status




The following table describes symbols you may see on the “My Grades”page:

-	Item has not been completed. No information is available.
	Item is completed, but will not have a grade (for items such as surveys).
	Item has been submitted. This item is waiting to be reviewed by your instructor. -OR- Item has been submitted. Your instructor may review this item, but may not be provided a grade.
Grade	Item has been graded. Click the grade to view detailed



UNM LEARN

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Inside Learn - Create A Support Ticket

	feedback.
	Attempt is in progress. This item has not been submitted. To submit the item, see Submitting a Draft Assignment .
	Grade is exempted for this user. If you do not complete this assignment, it will not affect your grade.
	Error has occurred. Contact your instructor.