

## Francis Wright

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**From:** Francis Wright  
**Sent:** 08 November 2015 5:02 pm  
**To:** 'ac-maths@qmul.ac.uk'  
**Cc:** Norman McBreen (n.mcbreen@qmul.ac.uk)  
**Subject:** Recording mid-term test marks

Dear Colleague,

If you are running a mid-term test this year then (with Matt's agreement) I recommend that you record the marks in QMplus because students are used to using QMplus to find information about their modules, but more importantly work is being done to provide students with a "dashboard" in QMplus that will show information about marks in various useful ways, such as averaging over all modules and displaying rank in each module, but this facility will only work if there is data in QMplus. I don't have a timescale for when this facility will be released, but I have seen it demonstrated and I think it will be shown again at the e-learning meeting in December, so I'm hoping it will be released in the spring.

Recording the marks in QMplus should require very little more work (see below) than recording them directly in MySIS, which is where they will need to go eventually. There is a new facility to export marks from QMplus and import them into MySIS. I think it is only available to me (as our QMplus administrator), but I'm willing to do the mid-term test mark transfer for all our modules.

Assuming you are not already using a QMplus assignment manager for your mid-term test then all you need to do is create one following the instructions at <http://www.elearning.capd.qmul.ac.uk/guide/setting-up-an-offline-assignment/>, which will also create the required gradebook entry. Then you can enter the marks by following the instructions at <http://www.elearning.capd.qmul.ac.uk/guide/how-to-mark-a-standard-assignment/>, but ignore anything about downloading assignments. The latter help page also explains how to provide feedback comments via QMplus if you want. If you prefer to mark completely offline you can import marks in various formats, including a CSV file, into the QMplus gradebook. (You can also export marks in various formats.)

If you would like to try recording your mid-term test marks in QMplus but need some help then please let me know.

Best wishes, Francis

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## Francis Wright

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**From:** Francis Wright  
**Sent:** 22 November 2015 6:53 pm  
**To:** 'ac-maths@qmul.ac.uk'  
**Subject:** More on mid-term test marks in QMplus

Dear Colleagues,

I have added a page [How to add mid-term test marks to QMplus](#) to the intranet, currently at the bottom of the last section. It is a more specifically targeted alternative to the generic help that I advertised earlier. It needs a bit more work and suggestions for improvements are welcome.

All Maths staff should now be able to view all marks in QMplus in three ways. First, you need to open the QMplus page for the specific module for which you want to view marks. Then...

If you click on Grades in the SETTINGS block then you should have access to two reports: the grader report and the user report. The grader report gives you a table of all marks for all students and the user report gives you all marks for one user, you by default, but you can select any other user enrolled for the QMplus page.

If you click on an assignment manager with an icon that looks like this  anywhere in the main part of the page you should then be able to click on the button labelled VIEW/GRADE ALL SUBMISSIONS at the bottom of the resulting page, which will show you all students' marks for that assignment. Not all assignments have marks, but mid-term test assignments should.

Before you ask, I'm not aware of any way to view marks across all modules for particular students yet.

I don't anticipate transferring mid-term test marks to MySIS until January, by which time I hope they will all be available.

Best wishes, Francis

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## Francis Wright

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**From:** Francis Wright  
**Sent:** 07 January 2016 3:41 pm  
**To:** 'ac-maths@qmul.ac.uk'  
**Subject:** In-term assessment marks in QMplus and MySIS

Dear Colleagues,

With two exceptions that I am discussing with the module organisers, I have copied mid-term test marks for semester-A modules from QMplus to MySIS (or vice versa). This has shown up the problem that a number of students who have taken assessments for level-5 modules do not have corresponding assessment records in MySIS. If I copied the marks into MySIS then I will endeavour to resolve these problems and enter the missing marks. (But if you entered your marks directly into MySIS then I don't have the required information and I will assume that you will resolve any problems that arose.)

Based on experience last semester, I now think that my proposal to use a QMplus assignment manager for mid-term test marks was overkill. For mid-term test marks this semester I propose that, by default, we use the QMplus gradebook on its own (without an assignment manager) and that I set up an appropriate gradebook entry in a uniform way for all modules that need one so that the user report that a typical student sees will look something like this:

Grade item	Grade	Range	Rank
MTH - - 2015/16			
Mid-term test	46.00	0-100	80/201
$\bar{x}$ Course total Simple weighted mean of grades.	46.00	0-100	80/201

To be precise, I will hide all the extraneous information that most modules don't use and I will display the rank. I will also change the gradebook setup for semester-A modules to follow the same uniform pattern, as far as is appropriate. If anyone feels that this is not the right way to proceed (by default) then please let me know soon. Also, if you need a different arrangement for your module (e.g. because you want to use an assignment manager or your in-term assessment is not just a mid-term test) then please let me know.

There are instructions for entering marks directly into the QMplus gradebook in our intranet, which I will revise and remind you about later, but it is generally easier than using an assignment manager. I will copy in-term assessment marks for semester-B modules from QMplus to MySIS around the end of this semester; you don't need to enter the marks twice.

Best wishes, Francis

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## Francis Wright

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**From:** Francis Wright  
**Sent:** 23 February 2016 4:46 pm  
**To:** 'ac-maths@qmul.ac.uk'  
**Subject:** Mid-term test marks

Dear Colleagues,

If you are running a mid-term test then please enter the marks into the QMplus gradebook for your module and let me know when they are finalised so that I can upload them to MySIS (or vice-versa if you prefer). Leave the mark blank for any student who does not attend; only enter 0 for a student who attends and scores 0. I will replace blank marks with ONS when I upload the marks to MySIS and William will replace the NS with NA later for any students with approved extenuating circumstances.

I should have already created an appropriate QMplus gradebook item for you. Please note that I no longer recommend using an assignment manager if you are only recording marks. I have provided some general information about recording mid-term test marks in QMplus at the bottom of the [Frequently Asked Questions about QMplus](#) section of the [Mathematical Sciences Staff Intranet](#), but the most important information is in the page [How to add mid-term test marks to the QMplus gradebook](#).

If you run into any problems then please let me know and I'll try to help.

You are recommended to invite your students to check the marking of their own test scripts, in which case no other checking is required. Further guidance is provided on the intranet page [Week-7 Timetable Policy and Test Guidelines \(Oct 2014\)](#).

The Gradesplus facility that will display mark histograms to students and module organisers is due to be released in a minor QMplus upgrade on 22 March and it will be good if we have a reasonably complete set of in-term assessment marks in QMplus by then.

Best wishes, Francis

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