Grading with the GSD grading scheme in Canvas

1. In your Canvas course site, go to **Settings > Course Details** and select "Restrict view of quantitative data". This will prevent students from seeing a numeric equivalent of the letter grade you assign to them. (this step is optional)

2. Also in **Canvas Settings**, go to **Course Details** and make sure the **Grading Scheme** is set to "GSD Standard". If this option is not available, you may have copied over old course settings and wiped it out (contact canvashelp@gsd.harvard.edu to restore it).

3. When creating your assignments, give each assignment a "point" value. When an assignment has a total value of zero points, Canvas cannot perform accurate grading calculations.

4. Use Speed Grader to assign a grade to each student submission. Assign a numeric grade relative to the total points for that assignment (students will not see the numeric grade if you restrict view of quantitative data in step one, above). Alternatively, you can assign a letter grade and Canvas will default to the highest numeric grade in that range.

5. If you have more than one Assignment Group, you can apply weighted averaging to your various Assignment Groups. This will impact total grade calculations.

6. You are done! Go to the Grade Book to view all student grades. Canvas will calculate a Total Grade based on the numeric grades you supplied, or the numeric equivalents for each letter grade you assigned. Students can see their own grades, but numeric equivalents are hidden (if you restricted view of quantitative data in step one, above).