

Brightspace Assignment Grader for Android 1.10

Instructor Guide

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Document change history

This version of the document replaces all previous versions. The following table describes the most recent changes to this document.

Revision Date	Summary of Changes
February 2, 2017	<ul style="list-style-type: none"> Updated <i>Supported devices and platform versions</i> topic to include that Brightspace Assignment Grader is not available on Android phones.
September 1, 2016	<ul style="list-style-type: none"> Added <i>Log in using your Brightspace Learning Environment account</i> topic to Brightspace Assignment Grader Basics section. Updated <i>Log in using your D2L EduDentity account</i> topic to reflect change in workflow. Updated <i>Add a link to a Brightspace Learning Environment instance</i> topic to reflect change in workflow.
July 7, 2016	<ul style="list-style-type: none"> Updated <i>Change your display settings</i> topic to reflect new display option called Hide Courses with no Assignments. Updated <i>Troubleshooting Brightspace Assignment Grader</i> topic to reflect the issue of not being able to see all courses or submission folders.
June 2, 2016	<ul style="list-style-type: none"> Updated <i>Grade an assignment submission</i> topic to reflect instructions for grading with rubrics in the new rubric interface. Updated topics throughout to reflect change in lang term from Dropbox to Assignments, and other related terms.

Revision Date	Summary of Changes
January 7, 2016	<ul style="list-style-type: none">Added <i>About synchronizing your Brightspace Learning Environment account with Brightspace Assignment Grader</i> topic and <i>Update or retract published grades and feedback</i> topic to the Using Brightspace Assignment Grader section.
December 3, 2015	<ul style="list-style-type: none">Updated <i>Change your display settings</i> topic to reflect new display option called Hide Courses Past Their End Date.
November 5, 2015	<ul style="list-style-type: none">Initial release.

Brightspace Assignment Grader Basics

How Brightspace Assignment Grader works

Brightspace Assignment Grader is a mobile application that you can use to download and evaluate assignment submissions from your Brightspace Learning Environment course offering assignment submission folders (formerly dropbox folders). You can view submissions and add grades and feedback while connected to the Internet or offline. While connected to the Internet, the application automatically synchronizes grades and feedback with your Brightspace Learning Environment submission folders, but you have the option to release the information to learners at a later time. You can apply feedback in a variety of formats including text, audio, or video. You can access rubrics and make inline comments and annotations directly to submissions to provide contextualized feedback to learners.

Supported devices and platform versions

The following are the minimum requirements to use Brightspace Assignment Grader:

- Brightspace platform 10.3 or higher
- Android 4.1 or later

Note: Brightspace Assignment Grader for Android is only optimized for Android tablets and is not available on Android phones.

Log in using your Brightspace Learning Environment account

Log in to Brightspace Assignment Grader using the same credentials you use for your organization's Brightspace Learning Environment account. (Brightspace Learning Environment appears as D2L Online Courses in Brightspace Assignment Grader).

Note: If you log in with your Brightspace Learning Environment account, annotation functionality is only available for PDF files.

1. On the login screen, in the **Enter your D2L Courses web address** field, enter the URL of your organization's Brightspace Learning Environment site.
2. Deselect the **Use https to connect with the strongest possible security configurations** check box, if required (by default, it is selected).
3. Tap **Log into D2L Online Courses**.
4. On the Brightspace welcome screen, enter your Brightspace Learning Environment account credentials.
5. Tap **Log In**. The assignment submission folder information within Brightspace Learning Environment automatically synchronizes with and displays in Brightspace Assignment Grader.

Log in using your D2L EduDentity account

EduDentity is an account management service used by applications such as Brightspace Binder and Brightspace Assignment Grader to provide a secure and seamless login across products. EduDentity requires an Internet connection during login in order to authenticate users. If you don't have an existing EduDentity account, you can create one from the login screen.

1. On the login screen, tap **Sign in with EduDentity**.
2. Enter your EduDentity account credentials.
3. Tap **Sign in with EduDentity**.
4. Choose an existing linked Brightspace Learning Environment instance or add one. (To add a linked instance, tap **Manage Linked Accounts** and see **Add a link to a Brightspace Learning Environment instance** (on page 5) for more information).
5. Tap **Go to Assignment Grader**. The assignment submission folder information within Brightspace Learning Environment automatically synchronizes with and displays in Brightspace Assignment Grader.

Add a link to a Brightspace Learning Environment instance

You can add a link to a Brightspace Learning Environment instance from the login screen or from the **Settings** page once you've logged in with your EduDentity account.

- To add a Brightspace Learning Environment link from the login screen:
 1. Tap **Sign in with EduDentity**.
 2. Enter your EduDentity account credentials.
 3. Tap **Sign in with EduDentity**.
 4. On the **EduDentity Linked Accounts** page, tap **Manage Linked Accounts**.
 5. In the **Link your account to your online courses** dialog box, in the **Enter Web Address** field, paste the web address of the Brightspace Learning Environment instance without the https:// protocol. (To get the web address, see **Get the URL of your Brightspace Learning Environment instance** (on page 6).)
 6. Ensure that the **Use https to connect with the strongest possible security configurations** check box is selected.
 7. Tap **Add**.
- To add a Brightspace Learning Environment link when you're logged in with your EduDentity account:
 1. On the **Brightspace Assignment Grader** course tiles page, tap the  **Settings** icon.
 2. In the **EduDentity Account** section, tap **Manage Linked Accounts**.

3. In the dialog window, enter the web address of your Brightspace Learning Environment instance and tap **Add**.
4. Enter your Brightspace Learning Environment account credentials.
5. Tap **Log In**.

Note: You can add multiple Brightspace Learning Environment instance links to your EduDentity account.

Get the URL of your Brightspace Learning Environment instance

1. Open a web browser on your Android device.
2. Navigate to your organization's Brightspace Learning Environment site.
3. Log in using your Brightspace Learning Environment credentials.
4. Copy the URL.
5. Under **Manage Linked Accounts**, in the **Link your account to your online courses** dialog box, paste the web address in the **Enter Web Address** field.

Change your display settings

1. On the **Brightspace Assignment Grader** course tiles page, tap the  **Settings** icon.
2. In the **Display** section, do any of the following:
 - To hide assignment submission folders that you have already fully graded, select **Hide Graded Dropboxes**.
 - To hide courses whose end dates have passed, select **Hide Courses Past Their End Date**.
 - To hide courses without assignment submission folders, select **Hide Courses with no Assignments**.

Using Brightspace Assignment Grader

About synchronizing your Brightspace Learning Environment account with Brightspace Assignment Grader

When you first log in to Brightspace Assignment Grader, assignment submission folder information in your Brightspace Learning Environment courses automatically synchronizes with the app. When you evaluate a submission by applying feedback or assigning a grade using Brightspace Assignment Grader, the grading status of the submission is set to **In Draft**. Grades and feedback for submissions with an **In Draft** status are periodically and automatically synchronized with Brightspace Learning Environment but are not released to learners. You must explicitly release the evaluation

information to learners by tapping **Publish All** in the submission list view or **Publish** in the individual submission view. When the grades and feedback you have applied are released to learners, the grading status of the submissions changes to **Published**.

To refresh the submission folder information in Brightspace Assignment Grader, you can pull from top to bottom in any list view. Upon refresh, if there are any submissions with an **In Draft** grading status, the information does not get released to learners in Brightspace Learning Environment; the app just receives any updates from Brightspace Learning Environment and **In Draft** grades and feedback are maintained within Brightspace Assignment Grader.

Note: Automatic synchronization of **In Draft** feedback with Brightspace Learning Environment and forced refresh to receive updates from Brightspace Learning Environment can only take place when the mobile device is connected to the Internet. If the device is not connected to the Internet, the changes are queued and stored within the application until a connection is made, and at that time an automatic synchronization or the receiving of updates can occur.

Sort assignment submission folders

To change how your submission folders display, in the submission folders list view within a course, tap the  **Sort by** icon and then do one of the following:

- To view submission folders by due date, select **Due Date**.
- To view submission folders by the number of ungraded assignments, select **Not graded**.
- To view submission folders by name, select **Name**.

Sort submissions within an assignment submission folder

To change how learner submissions display within a given submission folder, tap the  **Sort by** icon and then do one of the following:

- To view submissions based on those that are not graded, select **Not graded**.
- To view submissions by learner name, select **Name**.
- To view submissions by date submitted, select **Date**.
- To view submissions by grade, select **Grade**.

Grade an assignment submission

Before grading assignment submissions, ensure you synchronize Brightspace Assignment Grader with the assignment submission folders in your Brightspace Learning Environment course(s) to get the most up-to-date information. To do this, you can pull from top to bottom in any list view.

1. Tap a course tile.

2. Inside the course, tap a submission folder.
3. Inside the folder, all of the learner (or group) submissions display in a list. Each submission displays the date and time it was submitted and the amount of time it was late by, if applicable. To open a submission, tap it.
4. To open the **Evaluate** panel on the right of the screen, tap it. Then do any of the following:
 - To set a final score for the submission, in the **Total** section, enter a score.
 - To use an associated rubric, in the **Rubric** section, tap the rubric. Select the appropriate performance level for each criterion. Set the number of points each criterion is worth, or set the **Overall Score** manually, by entering it in the corresponding field in the **Score** column. Add feedback to a specific rubric section by tapping **+Feedback**. If you want the score of the rubric to display in the **Total** section for the submission and generate text feedback from the feedback in the rubric, tap **Save and Record**. If you want to enter a total score and text feedback manually, tap **Save**.
 - To give written feedback, in the **Overall Feedback** section, enter your feedback. Format your feedback using the options in the text box.
 - To give audio feedback, tap the  icon. In the dialog window, tap the red circle. Speak your feedback. When you are done recording, tap the blue square. Tap **Attach Feedback** to include as submission feedback.
 - To give video feedback, tap the  icon. In the recording view, tap the red circle. Present your feedback. To end the recording, tap the red circle again. Tap the check mark to include it as submission feedback.
 - To annotate the file with feedback in context, long press the location on the submission where you want to annotate. See **Annotate an assignment submission** (on page 9) for more information.
5. To publish the grades and feedback to Brightspace Learning Environment, do any of the following:
 - To release just that submission's grade and feedback to the learner in Brightspace Learning Environment, in the individual submission view, tap **Publish** and then **OK** in the confirmation dialog box.
 - To release all **In Draft** grades and feedback in a submission folder to learners in Brightspace Learning Environment, navigate to the submission folders list view, tap **Publish All**, and then **OK** in the confirmation dialog box.

Annotate an assignment submission

You can provide feedback directly in submitted assignments using annotation tools.

1. From the course assignment submission folders page, tap the submission folder you want to evaluate.
2. Inside the submission folder, tap a submission to open it.
3. For text files, if you long press a location where there is no text, do any of the following:

- Tap **Note**. Enter your text. Tap **Save**.
 - Tap **Drawing**. Draw with your finger. With the drawing selected, tap **Style** to change the properties of the pencil.
 - Tap **Eraser** to erase existing annotations.
4. For text files, if you long press a location where there is text, do any of the following:
- Tap **Copy** to copy the text to your clipboard.
 - Tap **Highlight**. With the annotated text selected, select any of the corresponding options to attach a note, change the style, copy to clipboard, change the type of annotation or delete.
 - Tap **Strikeout**. With the annotated text selected, select any of the corresponding options to attach a note, change the style, copy to clipboard, change the type of annotation or delete.
 - Tap **Underline**. With the annotated text selected, select any of the corresponding options to attach a note, change the style, copy to clipboard, change the type of annotation or delete.

In image documents, the only annotation actions available are **Note**, **Drawing**, and **Eraser**.

Update or retract published grades and feedback

After you release grades and feedback to learners, you can change the information by doing any of the following:

- In a submission view with a grading status of **Published**, tap **Retract** to remove the grade and feedback from the learner's view in Brightspace Learning Environment. The status changes to **In Draft** and the grade and feedback are maintained for the submission but are only visible to you.
- In a submission view with a grading status of **Published**, modify the grade or feedback and the status in the submission list view changes to **Published!** to indicate that there are changes that have not yet been released to learners. Release the changes to the learner by opening the submission and tapping **Update**.
- In a submission folder with multiple submissions with a status of **Published!**, tap **Publish All** to release all of the updates in that folder to learners in Brightspace Learning Environment.

Download assignment submissions

You can download assignment submission folders and the submissions within them directly to your Android device to work offline.

1. On the **Brightspace Assignment Grader** course tile page, select a course.
2. On the course assignment submission folders page, tap the  **Download** icon beside any submission folder. A  displays beside any folder that is downloaded.

Troubleshooting Brightspace Assignment Grader

I cannot connect my account or sync my assignment submission folders

If you receive an error while attempting to connect your Brightspace Learning Environment account, then your account may not have the proper permissions to access Brightspace Assignment Grader.

This could also mean that an option to support Brightspace Assignment Grader is not enabled within your organization's instance. Contact your organization's Brightspace Learning Environment administrator to enable the support, or for the necessary permissions.

I cannot see all of my courses or assignment submission folders

If you cannot see some of your courses or assignment submission folders, then they may be hidden by the display settings. Ensure that you have selected the appropriate display settings for the information you want to see. If you have confirmed your display settings but still cannot see all of your courses and assignment submission folders, contact your organization's Brightspace Learning Environment administrator.

About D2L

A global leader in EdTech, D2L is the creator of Brightspace, the world's first integrated learning platform.

The company partners with thought-leading organizations to improve learning through data-driven technology that helps deliver a personalized experience to every learner, regardless of geography or ability. D2L's open and extensible platform is used by more than 1,100 clients and almost 15 million individual learners in higher education, K–12, healthcare, government, and the enterprise sector—including Fortune 1000 companies.

The company has operations in the United States, Canada, Europe, Australia, Brazil, and Singapore.

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