



How do I set the grading system for a course?

First log in to Brightspace and enter the course.

1. On the NavBar, click **Grades**.

Content Activities & Assessments **Grades** Class Progress

2. Click **Settings**.

Enter Grades Manage Grades Schemes Setup Wizard

Settings

3. In the **Calculation Options** tab, select the grading system you prefer: Weighted, Points, or Formula.

Calculation Options

Personal Display Options Org Unit Display Options **Calculation Options**

Grading System

Grading System

Weighted

4. Click **Save**.