

# Grade Me Block Tutorial

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The Grade Me Block is an additional Moodle tool to help instructors quickly locate the assignments and manual quiz questions that need to be graded. It does not identify forum postings that need to be graded.

To add this block to your course:

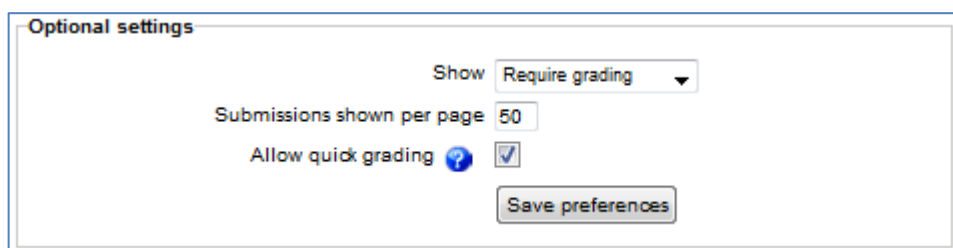
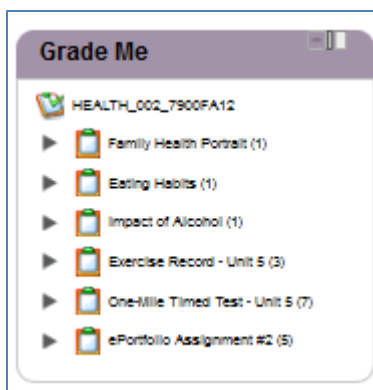
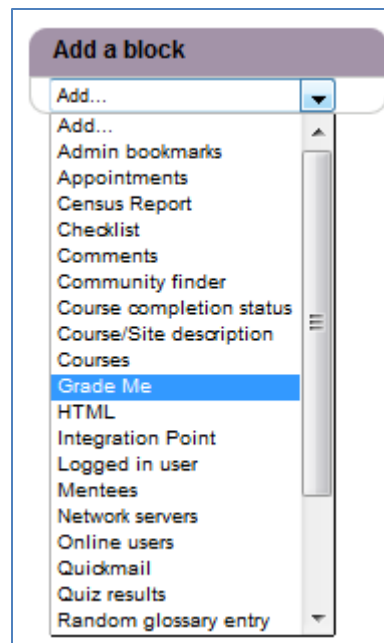
1. Go to your Moodle course page and Turn Editing On
2. Go to the Add a Block section and select the Grade Me from the drop down menu.

The Grade Me Block will show you which assignments need to be graded and you merely click on the assignment to go to that assignment.

Then click on the View Submissions to see your submissions.

Note: you can set the preferences to only show items that need to be graded instead of all students in the class. The combination of the Grade Me block and the settings to only show items needing to be graded make it very quick for new submissions. However, there are times

when viewing all submissions is important and you can change the preferences back to viewing all students.



If you set the preferences for ONE assignment to only view those needing to be graded, the setting is applied to all assignments in all courses you teach.