

Toolkit: Canvas Speedgrader

Speedgrader is a tool within Canvas that allows instructors to quickly view and grade students' submissions for assignments, discussions, and quizzes. This toolkit provides an overview of the tool, its advantages, using it, and the student view.

Advantages of Canvas Speedgrader

- Quickly annotate student submissions for individualized feedback.
- Allows entries in multiple formats: comments, annotations, and rubrics.
- Sort submissions by student and hide student names for anonymous grading.
- Quickly grade using an attached rubric.

Access SpeedGrader

From the “**Grades**” section, instructors can access SpeedGrader through...

- The assignment's information page
- The three-ellipses icon of an assignment's column.
- A student's grade box.

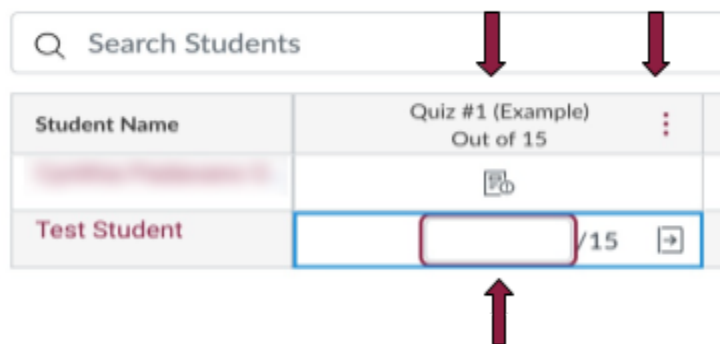
Announcements

Syllabus

Modules

Discussions

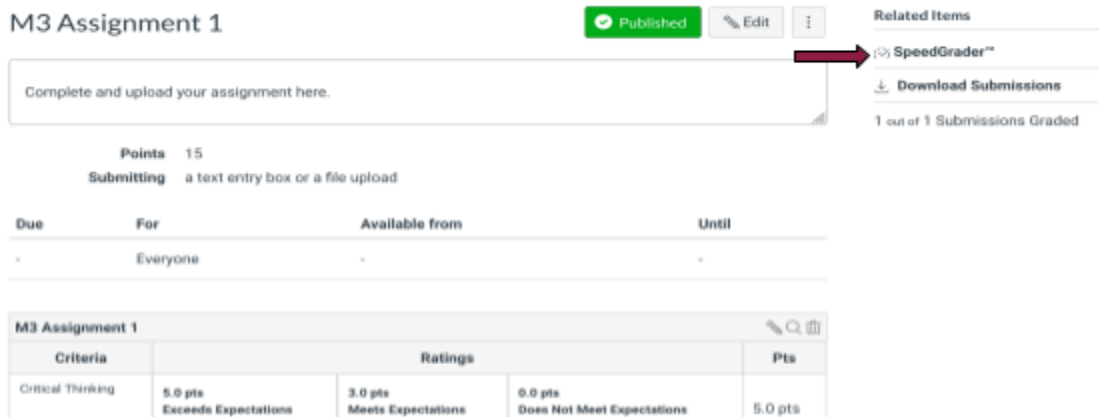
Grades



Student Name	Quiz #1 (Example) Out of 15	
Test Student		/15

Access SpeedGrader from Assignment

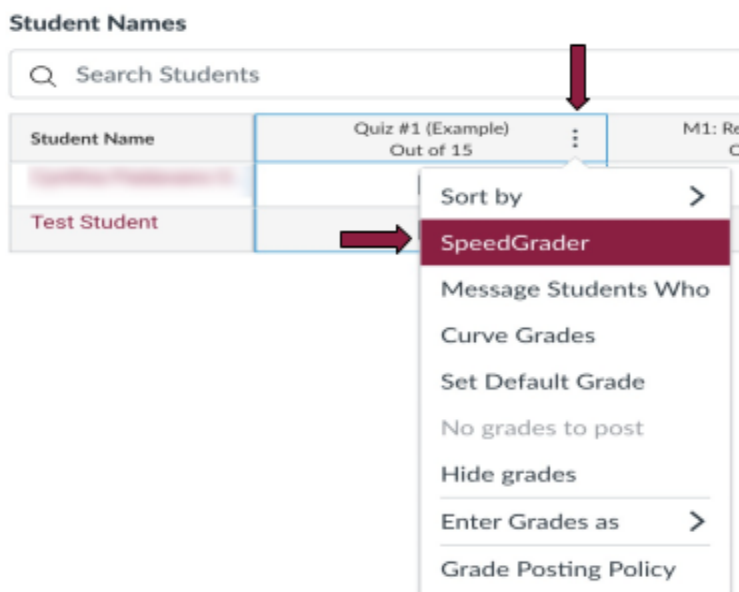
From the assignment's detail page, click "**SpeedGrader**" on the right side of the screen. This option is available after the assignment is **published**.



The screenshot shows the 'M3 Assignment 1' page. At the top right, there is a 'Published' status and an 'Edit' button. Below these, a red arrow points to the 'SpeedGrader™' link in the 'Related Items' section. Other links in this section include 'Download Submissions' and '1 out of 1 Submissions Graded'. The main content area has a text entry box for submission. Below this, there is a table with columns: Due, For, Available from, and Until. The 'For' column shows 'Everyone'. At the bottom, there is a table for 'M3 Assignment 1' with columns: Criteria, Ratings, and Pts. The 'Criteria' column lists 'Critical Thinking'. The 'Ratings' column shows '5.0 pts Exceeds Expectations', '3.0 pts Meets Expectations', and '0.0 pts Does Not Meet Expectations'. The 'Pts' column shows '5.0 pts'.

Access SpeedGrader from Column Menu

Click the three-ellipses icon next to an assignment's title in the gradebook. Select "**SpeedGrader**" from the dropdown menu.



The screenshot shows the 'Student Names' page. At the top, there is a search bar labeled 'Search Students'. Below this, there is a table with columns: Student Name, Quiz #1 (Example) Out of 15, and M1: Re. A red arrow points to the three-ellipses icon next to the 'Quiz #1 (Example) Out of 15' column. A dropdown menu is open, showing options: Sort by, SpeedGrader, Message Students Who, Curve Grades, Set Default Grade, No grades to post, Hide grades, Enter Grades as, and Grade Posting Policy. A red arrow points to the 'SpeedGrader' option.



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Access SpeedGrader form Grade Box

- Click the cursor into a grade box.
- Click the right-arrow icon.
- Click “**SpeedGrader**” from the right menu tray.

Using Speedgrader & Rubric to Grade

- Clicking the “**View Rubric**” button opens the attached rubric.
- Instructors/graders may use the rubric to grade the assignment by clicking the ratings next to each criteria.
- Click “**Save**” when finished so grades update. (Rubric may need to be set to “[Use this rubric for assignment grading](#)” in order to see assessment update).

The screenshot displays the SpeedGrader interface for a document titled 'Reflection Assignment'. The document was submitted on Dec 6, 2018, at 2pm, and viewed by a student on Mar 10 at 8:43am. The word count is 241 words. A submitted file 'Example Wk for Demo.docx' is shown with a 100% status. The grading section features a rubric with two criteria: 'Content' and 'Critical Thinking'. Each criterion has three rating options: '5 pts Detailed & Sufficient Content' (green bar), '3 pts Mostly Completed' (orange bar), and '0 pts No Marks'. The 'Content' criterion is currently rated 5 pts, and the 'Critical Thinking' criterion is rated 3 pts. The total points are 8 out of 10. A 'Save' button is visible below the rubric. On the left side, there is a comment panel with five options: 'pin comment', 'highlight comment', 'strikeout comment', 'free draw comment', and 'area comment', all attributed to 'Cynthia Padavano'. At the bottom, there is an 'Assessment Comments' section with a 'Great job!' comment and a close button.

Criteria	Ratings	Pts
Content	5 pts Detailed & Sufficient Content 3 pts Mostly Completed 0 pts No Marks	5 / 5 pts
Critical Thinking	5 pts Detailed & New Ideas Contributed Sufficiently 3 pts Mostly Completed 0 pts No Marks	3 / 5 pts

Total Points: 8 out of 10

Save Cancel

Assessment Comments

Great job!



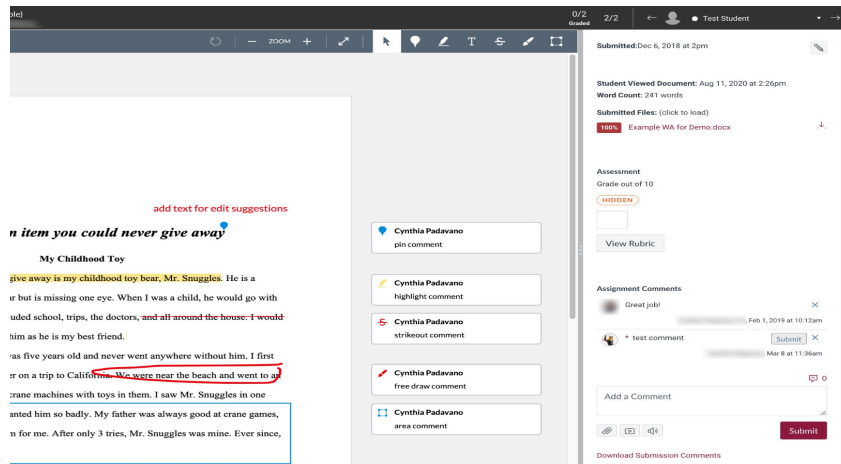
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Using SpeedGrader to Annotate

- SpeedGrader allows you to view a student's paper submission.
- Only specific file types will be visible in the Doc Viewer.
- See Canvas Guide [What types of files can be previewed in Canvas?](#)



Using SpeedGrader to Grade

SpeedGrader also includes several grading features for the instructor/grader to view:

- Name of student being graded.
- **Submitted** - Date student submitted the assignment.
- **Student Viewed Document** - Date when the student viewed the feedback
- **Word count** - number of words provided in the submission.
- **Submitted File** - File version of the submission
- **Assessment** - Grade box to enter a score.
- "Hidden" notification shows for assignments set to hide from student view.
- **View Rubric** - Grade by attached rubric (see next slide for example)
- **Assignment Comments** - add comments for overall assignment feedback.
 - Access comment library for frequently used comments.
 - Comments that have not been submitted will be marked with an asterisk.
 - *Grader name does not anonymize** .



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Student View: Grades

Students will access their course grades through “**Grades**” in a vertical format.

Students will be able to view:

- Published assignments with grades and feedback if provided.
- Grades based on assignment groups and total grade at the bottom.
- Letter grade with percentage.
- Grade weight distributions.

2019 Developmental

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Grades for Test Student

Print Grades

Arrange By
Assignment Group Apply

Name	Due	Status	Score	Out of
M1: Resume/Interview Assignments			-	10
M1: Interview Assignments			✓	100
Writing Assignment #1 (Example) Homework			10	10
Quiz #1 (Example) Quiz			12	15
Week 1 Discussion - Introductions (Example) Participation			95	10
Assignments			100%	100.00 / 100.00
Homework			100%	10.00 / 10.00

Total: 100% (A+)

Show Saved "What-If" Scores

Show All Details

Assignments are weighted by group:

Group	Weight
Assignments	0%
Homework	20%
Quiz	70%
Participation	10%
Total	100%

☒ Calculate based only on graded assignments

You can view your grades based on What-If scores so that you know how grades will be affected by upcoming or resubmitted assignments. You can test scores for an assignment that already includes a score, or an assignment that has yet to be



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Student View: Annotations & Feedback

After clicking onto an assignment title, students will be able to view feedback provided.

For online submission assignments students will be able to...

- View **grade** received for the assignment.
- Click “**View Feedback**” to see annotation feedback.
- View **assignment comments** left by instructor/grader.
- View **rubric scores** and feedback.

The screenshot displays the 'Submission Details' page for 'Writing Assignment #1 (Example)'. At the top right, the grade is shown as '10 / 10' with a 'Show Rubric' link. A red arrow points to the 'View Feedback' link in the top right corner of the document preview. The document preview shows a document titled 'Example WA for Demo.docx' with various annotations: a blue highlight on the title, a red circle around a sentence, a red box around a paragraph, and a red line through a sentence. A sidebar on the right lists the types of feedback: 'Grader pin comment', 'Grader highlight comment', 'Grader strikethrough comment', and 'Grader free draw comment'. On the far right, there is a 'Re-submit Assignment' button and a section for 'Add a Comment' with a 'Save' button.

Resources:

[About Speedgrader](#)

[Using Speedgrader](#)

[How do I add annotated comments using Doc View](#)



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