How to View Graded Assignments in Gradescope (for Students)

Logging into Gradescope for the first time

- Look for an email from “Gradescope” (team@gradescope.com) titled “Welcome to Gradescope for …” In this email, you will see a link that says “set your password”. Click on this link to create your gradescope account! If you don’t see the email, check your junk mail. Remember your password! (You may also receive an email saying your assignment has been graded. There will be a “set your password” in that email as well.)

Reviewing a Graded Document:

- Go to http://gradescope.com and log in. (Remember: Your Gradescope password will not necessarily be your OSU password.)
- Click on the course.
- Click on the assignment you wish to view.

Alternatively:
Click the link “View your graded work” in the email from no-reply@gradescope.com telling you that your assignment has been graded. Then, log into gradescope and your will see your graded assignment directly.

- You will see your exam on the left side and an outline with your scores for each problem or partial problem on the right.

- To see how you received your score on any subpart and to view any comments your instructor put on your document, click on the problem title in the outline on the right.
Notice how the instructor’s writing appears in green on the exam. The writing only appears for the problem you clicked on, even if there are multiple problems on the page. Instructors can also type comments to you. These appear below the rubric items (highlighted in the picture.) Be sure to click on each problem part to see all feedback!

Understanding the rubric/scoring

Consider this example of a graded problem.

- This student received an 8 out of 12 points for this problem.
- **The rubric items which are green are Positive Scoring.** This means that if you have a check mark next to a green rubric item, you did that part of the problem correctly and received those points added to your score. In this example, the student received the points for setting up the matrix, row reduction, and REF.
- **Green items without checkmarks may indicate a place where the student lost points.** This student does not have a checkmark next to “Conclusion” so this student’s work did not have a strong enough conclusion to receive the points for that part of the problem.
- **You do not necessarily need to receive all the green rubric items to get full credit.** For example, notice that row reduction was worth 4 points in this problem. This student received full credit (4 out of 4) even though the second Row Reduction item was not checked. Other students might have received 2/4 on the row reduction. In that case, they would have had a checkmark next to “Row Reduction: minor errors/incomplete” and no check mark next to “Row Reduction: no errors”. Students who got the problem completely correct would only see the “correct” item checked for the full 12/12 points.
- **The rubric items which are red are Negative Scoring.** For red rubric items, if you have a check mark next to that item, you made that listed mistake and lost the listed number of points. This student lost 2 points for a “minor error”. If you see a red rubric item without a checkmark, this means you did not make that mistake or lose those points. Other students may have made the listed mistake.
Regrade Requests

- Some instructors may allow regrade requests on assignments. Regrade requests are a way to send an email to your instructor asking them to look again at how a particular problem was graded.
- If your instructor has allowed regrade requests, you will see a button at the bottom right which allows you to request a regrade.

You will only be able to click the “Request Regrade” button if you are currently looking at the rubric for a particular problem. You are requesting a regrade for the problem that is open. **Regrades should only be requested if the items checked on the rubric do not match your submitted work. You should always compare your work to any posted solutions before requesting a regrade.**

When you request a regrade, you will be asked to type an explanation of why you believe the problem should be regraded. You should be very precise and concise. You should state what rubric item you feel has been wrongly checked/unchecked and why. For example, this student might write, “On the rubric, it shows that I did not get credit for the Conclusion. My conclusion is written on the bottom right and says [some stuff]. Is there something wrong with this?”

- If you have questions about the grading of multiple problems, you should submit regrade requests separately for each problem.
- Regrade request comment boxes should not be used for any other communication with your instructor. To communicate any other issues, please use email or Carmen Inbox.