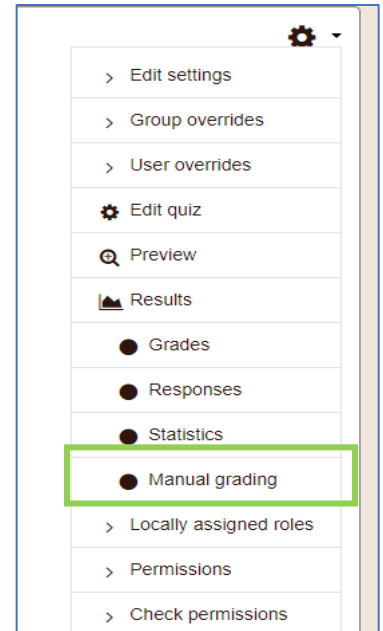


From the course page – click on the name of the quiz you want to grade

Click on the Gear to access the Quiz admin panel – click on Manual grading



In the **To grade** column, click on the word “grade”

Buddhism Quiz
Questions that need grading

Also show questions that have been graded automatically

Q #	T	Question name	To grade	Already graded	Total
1		Buddhism and Politics	21 grade	0	21 grade all

You can now add comments and a grade – when you get to the bottom of the page click on the “Save and go to the next page button”