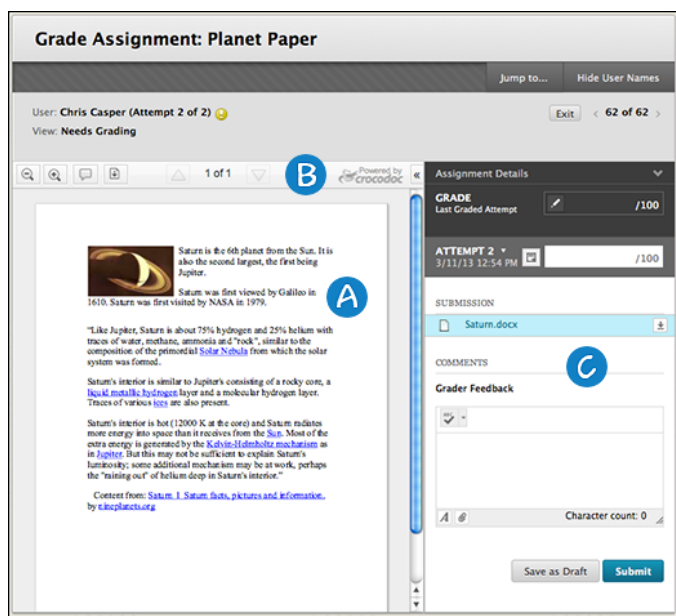


## Inline Grading For Assignments

You can view, comment, and grade student-submitted assignment files without leaving the **Grade Assignment** page. When you view a document submitted in an assignment, that document is converted to a format that is viewable inside the web browser. Supported document types that can be converted are Word (DOC, DOCX), PowerPoint (PPT, PPTX), Excel (XLS, XLSX), and PDF (PDF). The converted document is displayed in a viewer on the **Grade Assignment** page. Formatting and embedded images of the original document are preserved in the conversion.

**Note:** Assignment submissions created with the content editor are not compatible with inline grading. Submissions of this type show in the window, but annotation is not available.

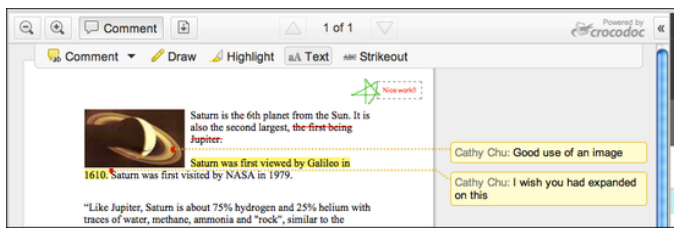
**Note:** If you do not see inline assignment grading, your school has not turned it on.



1. Review and comment directly in the document.
2. From the inline viewer toolbar you can zoom the contents of the document in or out, open the annotation tools menu to comment in the document, download the document and move from page to page.
3. Grade the submission from the inline grading sidebar. From here you can view the assignment details, the grading rubric and each attempt. You can type an overall grade and grades for each attempt as well as provide feedback to your students without leaving the page.

## Inline Annotations

Files that have been uploaded and converted for display in the inline viewer can be annotated directly within the browser.



Click **Comment** in the inline viewer toolbar to expand the annotation tools. Select an annotation tool and comment, edit, highlight and draw in the document.

Button	Description
	Zoom out. Make the content of the file appear smaller. This button is also available to students when they review their submission.
	Zoom in. Make the content of the file appear larger. This button is also available to students when they review their submission.
	Expand the list of annotation tools.
	Download a copy of the file. If annotations have been made, you have the option to download a copy in the original format or download a PDF version that includes the annotations. This button is also available to students when they review their submission.
	Move back a page. This button is also available to students when they review their submission.
	Move forward a page. This button is also available to students when they review their submission.
	View all annotations.
	Add a comment to a specific point in the document.
	Add a comment to a selected area in the document.
	Add a comment to selected text in the document.
	Draw in the document using a pencil tool.
	Highlight selected text in the document.
	Add text to the document.
	Strike out text in the document.

## Inline Grading

From the Inline grading sidebar you can:

- Expand assignment details to show the information from the assignment content item.

- Select additional attempts from a drop-down list. Click the attempt to load the submission in the inline viewer and update the sidebar with the appropriate attempt-related data.
- Type a grade for the attempt.
- View the grading rubric associated with the assignment.
- Show grading notes displays where you can add private notes, not visible to the student as feedback.
- Download the originally submitted file. If more than one file was submitted for the attempt, all files are available here.
- Type feedback the student can see. Files can be attached to the feedback, and the Feedback field can be expanded to take advantage of the full Content Editor capabilities.

## Supported Formats

Supported document types that can be converted are Word (DOC, DOCX), PowerPoint (PPT, PPTX), Excel (XLS, XLSX), and PDF (PDF).

**Note:** Inline Assignment Grading is available only with submitted files, not for content created using the text editor.

The viewer is supported on current versions of Firefox, Chrome, Safari, and Internet Explorer. No plug-in or other application is necessary.

**Note:** If a student has uploaded a file that *isn't* in a format supported by the inline viewer, then instead of seeing the viewer, you are prompted to download the file in question.

## Inline Assignment Grading and Crocodoc

The inline viewer is powered by a third-party, cloud-based technology called Crocodoc.

Student file submissions are stored in your Learn instance, as always. A copy of the submission is transmitted to the Crocodoc cloud service for conversion. The converted version of the document lives in the cloud on servers managed by Crocodoc.

**Note:** No personally identifiable data about students is sent to Crocodoc. Learn retrieves a document ID from Crocodoc and assigns it to the document. That mapping of Document ID to user, course, assignment, and attempt is tracked locally in Learn. None of that data is available to Crocodoc. All that is transmitted to Crocodoc is the file for conversion. The converted file is stored in the Crocodoc service, as are any annotations made on the converted file.

