



# NYU LMS (Brightspace) Summer Training

Assessments and grading in NYU LMS  
Thursday, August 5th @ 10 AM EDT

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# Start recording the session!

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# Make sure your Zoom Desktop Clients is up to date!

Current version is 5.7.4

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**At risk faculty for remote students  
in Fall 21 need to register for  
training.**

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## What will be covered:

- Assessments in NYU LMS
- Quizzes
- Assignments
- Checklists
- Class Progress
- Grading

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## What we already covered: *(June)*

- Building your course site
- Units, Lessons, and HTML Docs
- Uploading Course Materials
- Adding documents to a Unit/Lesson or HTML Doc
- Commonly Used Tools

**A Quick Start video tutorial will be posted soon!**

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# Step 1: Define your Grading System

To ensure that assessments are correctly associated with gradebook items and are tallied according to the Law School's grading scheme, we recommend you start with pencil and paper.

List out the category(s) and percentages that comprise the grading structure of your course.

*For example:*

1. Assignments - 40%
2. Quizzes - 10%
3. Final Exam - 50%

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## Step 2: List the individual category items

Next, write down what individual homeworks, essays, briefs, quizzes, etc. that will be associated with each category. Note items that are not equally weighted with their percentages or points.

1. Assignments - 40%
  - a. Case Brief
  - b. Contract Review
2. Quizzes - 10%
  - a. Quiz #1
3. Final Exam - 50%
  - a. Essay

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## Step 3: Setup your gradebook in NYU LMS

Using your notes, setup your gradebook in the LMS while verifying the default values are correct. Use the **Setup Wizard** first and then create the individual categories and grade items using the **Manage Grades** tool.

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## Step 4: Create the actual assessment(s)

- Create and manage Assignments
- Create and manage Quizzes

<https://support.nyulaw.online/knowledge-base/create-and-manage-assignments/>

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# Checklists

A checklist is a list of actions that require completion. Creating a checklist is a great way to highlight important aspects of the course.

**Checklists contain categories, which are used to organize checklist items.** For example, you might create the categories Week 1, Week 2, and Week 3, and place week-specific checklist items into the appropriate categories. Alternately, you might use a checklist to organize steps of an assignment. **You can assign due dates for checklist items.**

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# Table of Contents & Class Progress Tool

**Table of Contents** is a custom widget that displays a ‘flip tile’ visual representation of units in a course. Each course unit title and image appear on the front of a tile, with a visual indication of the learner’s progress through that module as well as the number of topics in the module.

**Class Progress** tracks your learners' overall progress as a course and individually.

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# In-person Hybrid Classroom Training

Sign up now at <http://support.nyulaw.online>  
Click on “Register for Training” located at the top right of the site.

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# Q&A

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# NYU LMS Support Admin Training August 12th @ 10AM EDT

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# Thank you

Contact us at [law.learntech@nyu.edu](mailto:law.learntech@nyu.edu) with any questions, concerns or general consultation or visit our support site at <http://support.nyulaw.online>

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