

Brightspace Grades Extra Credit

There are several ways to add extra credit in the Brightspace Grades tool. However, you need to select whether the item, category, and/or final grade can exceed 100% in most cases. For example, you can enter a score above the max value of an item only if “Can Exceed” is selected in the settings of the item. You can make the entire assignment extra credit by making it a “Bonus Item” but you need to also select can exceed in the category settings, and the Final Calculated Grade item, if you want to allow the overall score to go beyond 100%.

Note: You can click on the Final Calculated Grade item to edit the settings, or use Bulk Edit in Manage Grades, to allow the final grade to exceed 100%.

Options for extra credit:

1. **Extra credit above the value possible for an assignment:** (i.e., Give 105 points to an exam worth 100 points.) Select the box "Can Exceed" in the grade item settings.
2. **Extra credit assignment (Bonus item):** (All points given for the assignment are treated as extra credit.) Select the box "Bonus" in the grade item settings.

Note: If you place only “Bonus” items in a separate category, be certain to check the box “Can Exceed” for the category or no points will be added to the overall score.

3. **Allow a category to exceed 100%:** Select the box "Can Exceed" in the category settings. Click on the category title in “Manage Grades” to edit the settings.
4. **Allow the Final Grade to exceed 100%:** Select the box "Can Exceed" in the “Final Calculated Grade” settings. Click on the title "Final Calculated Grade" in “Manage Grades” to edit the settings. Follow the same instructions for the “Final Adjusted Grade” if you use an adjusted grade.

If you allow an item to exceed 100% or include Bonus items, but do not check the box "Can Exceed" in the category and/or “Final Calculated Grade” settings, then extra credit will count but it will be limited to no more than 100% for the category or “Final Calculated Grade.”

For a **Weighted Grading System**, extra credit points and Bonus items within a category are weighted using both the item and category weight (i.e., a bonus item with a weight of 10, within a category having a weight of 50, yields up to a 5% increase in the overall grade, 10% of 50%).

If you use a “Bonus” item with no category, limit its weight to the most you wish to add to the final course percentage. For example, if you do not want to add more than 4% to any given final grade, limit the Bonus item’s weight to 4. The points can be any amount as it is the weight that makes the difference in the overall percent.

To make a Bonus item in weighted grades act like extra credit points, weight the item relative to the total points. For example, if a Bonus item is worth 10 points and there are 500 points in the category, then weight the item at $10/500 = 0.02$ or 2%. Sometimes it helps to look at the D2L calculated weights for items with a similar point value.