Accessing Feedback and Provisional Grades

This quick guide explains how you can access your provisional grades and feedback for assignments submitted through MyAberdeen.

Accessing your Provisional Grades

- **Log in to MyAberdeen.**
- After logging in you will see the Base Navigation menu, down the left-hand side.
- Select **Grades** from the side menu and you will see a list of your courses and grades, organised in terms. Click on the relevant links to see more information.

Grades inside an Original course area

- After logging in to MyAberdeen, go to your course area on MyAberdeen (by selecting **Courses** on the Base Navigation menu and clicking on your relevant course).
- Within the course menu, down the left-hand side, you should see a link to **Provisional Grades**.
- If your work hasn’t been graded, the grade status icons appear, where you can filter and order your view.
- On accessing **Provisional Grades**, you will see the **Calculated Weighted Total** (the weighted sum of all your grades, based on item or category weighting) and the **Grading Criteria** (if made available).
- You will also have access to the individual **Graded** items where you can click on your submission for more information and see any **Upcoming** assignments.

Grades inside an Ultra course area

When in your course area, if you click on the **Gradebook** icon at the top right of the screen, this will allow you to view all your assignments and also your grades that have been posted.

After your submission

If your lecturer needs to grade questions in your assessment, then **Pending** appears in the grading section. Your instructor may choose not to reveal the correct answers to automatically scored questions until everyone has submitted.

Zeros assigned to past due work

Zeros may appear for work you have not submitted once the due date has passed. You can still submit attempts to update your grade, however this may be subject to penalties.

Overall Grade ‘Course Grade to Date’

If your course co-ordinator has created an Overall Grade ‘**Course Grade to Date**’ this will be displayed at the top right of the screen. This is an alphanumeric representation of your provisional grade as per the
University of Aberdeen’s [Common Grading Scale](#) (CGS). Your Grade Point Average is only available following the decision of the final exam board and submission of the award to Registry. You will be able to view this from your student records card which is available from the [StudentHub](#). Clicking on this grade pill will allow you to see how your overall grade has been calculated.

In the gradebook you will see the status of your assignments, how many attempts, which attempts you have started, submitted before the due date and if any submissions are or will be late.

![Submission information will appear in red after the due date passes. If you are allowed only one attempt and submit before the due date, you will not see the 2nd line of text for the item.](image)

Select an item to open the Details and Information panel and view your current grade and how it was calculated. Click on the grade pill to view your submission. If your file submission has been annotated, you can view the annotations inline.

**View Attempts and Feedback**

In the Submission panel you will see which attempts have grades and feedback. Select the attempt you want to view and your submission opens, where you can see your grade and how it was calculated. You can review your work and expand the Feedback panel if there has been any comments made on your submission.

**New Grade Alerts**

Note that the Activity Stream on the Base Navigation (the landing page, just after you log in), will give you updates if an assignment is due or if grades have been made available. Select View my grades to display your grade. If there is feedback in the grade column, you will see it highlighted once you click on the assignment title and there will be a bubble icon next to the grade.

**Calendar**

The calendar will also be populated with upcoming due dates for assignments which have been created for upload on MyAberdeen, and you can click on the links for further information. Assignments which use Turnitin also have the capability of populating the calendar dates, if your tutor has updated information in the Grade Centre columns.

**Viewing Feedback for a MyAberdeen Assignment**

- When viewing your grades, you can select your assignment title to view further details.
- Select an assignment’s title to access the assignment’s Review Submission History page, and you will see the grade, annotations and feedback appearing on the right-hand side of your submission.
- Clicking over any inline comments made on your assignment will display any comments, e.g. the highlighted area or the text bubbles.
- On the right-hand side, in the Grading Panel, you will also be able to view any additional comments and the grade.

**View a Feedback Recording**

- Your tutor may choose to provide feedback via video or audio, if there is a feedback recording you will see an icon in the Grading Panel, under Feedback to Learner.
- Select the play icon to view/listen to the recording.
Turnitin Assignment Feedback

- Login to MyAberdeen and navigate to the relevant course area.
- Go to your assignment submission area for Turnitin (usually located under Assessment, on the left-hand menu).
- Once you see your assignment area for Turnitin, recognisable by the Turnitin icon, you should see View/Complete link under the assignment name.
- Clicking on View/Complete will take you to the assignment home page for this specific assignment (note this is the same link you used to upload your original assignment), allowing you to view the originality report and access any feedback/grades, where relevant.
- If relevant and active, click on the View button to access any grades or feedback (note that this button will only be blue if your tutor has chosen to use this feature to provide grades and feedback).
- If the View button is not blue, either your tutor has chosen not to use this feature or has provided your feedback directly within your Marks/Provisional Grades on MyAberdeen
- The Turnitin Feedback Studio will open in a new window, click on a bubble or highlighted area to see the full comment, or there may be comments written directly on the document.
- The Instructor Feedback panel to the right of the submission is where you will see the overall comments on your work (to view this click on the bubble icon on the menu down the right-hand side).
- If your tutor is using a rubric (grading grid) to give you feedback, click on the View Rubric button.
- Your grade for the assignment will be shown at the top right of the screen.
- Once you are finished viewing the feedback close the window to return to MyAberdeen

Note you can access feedback by clicking on the assignment title when in My Grades after selecting Provisional Grades in the course area and then clicking the relevant link.

Further Resources

- For an overview of this topic, please visit the Blackboard Help page on Grades.
- University of Aberdeen Common Grading Scale (CGS)