Grades

Review grades and feedback on assignments by accessing the Grades tool. You can see your individual grades, as well as the grade formula used to evaluate you. Depending on how your grades are set up, you might be able to view comments and overall class performance statistics as well.

Contents

Grades .................................................................................................................................................. 1
Tutorial Videos ...................................................................................................................................... 1
View Your Grades ................................................................................................................................. 2
How do I know when my grades are available? .................................................................................. 3

Tutorial Videos

- Navigating the Grades Tool
View Your Grades

1. Click **Grades** on your course navigation bar.

2. You will see your grades in one window. If your instructor has set up the gradebook to allow you to see a running total of your grade to date, that will be available under **Final Calculated Grade**. If your instructor has set up the gradebook to allow you to see your letter grade to date, that will be available under **Grade**.

3. Grades for individual grade items (to date), as well as any comments (feedback) from your instructor will be available in this window as well.

4. Ungraded items will appear with a dash and a total possible score.
   
a. Note: Your instructor has many options for setting up the gradebook and what may be viewed by students in the Grades window. If you have questions about the Grades setup, ask your instructor.
How do I know when my grades are available?

You can sign up to receive immediate text or email notifications when a grade item is released or updated.

1. Click your **Name** (personal menu) on any page, and then click **Notifications**.

![Image of a CMU Student profile menu with notifications highlighted]

2. Select if you want to receive **Email**, or **SMS** notifications for the option **Grades - grade item released or Grades - grade item updated**.

![Image of notification settings with Email option checked]

3. Click **Save**.