



How are grades calculated in a points Gradebook?

Course grade calculations depend on your *Gradebook's* organization and grade entry setting, points (described here) or [percentages](#):

- **No categories (default)** - Each gradebook item is assigned a simple point value. The course grade is determined by the student's total score divided by the total points possible.
- **Categories only** - Categories are used to group gradebook items, where items are assigned a simple point or percentage value. Similar to a gradebook with **No categories**, the course grade is determined by the student's total score divided by the total points possible. This structure provides the option to drop the lowest grade(s), keep the highest grade(s), or drop the highest grade(s) within a category.
- **Categories & weighting** - Items are grouped into categories, where each category is assigned a percentage of the course grade. The total score of all items in a category will comprise the category's percentage of the course grade. This structure provides the option to drop the lowest grade(s), keep the highest grade(s), or drop the highest grade(s) within a category.

 **Tip:** To award students extra credit points, you can create **extra credit** items or categories, as described in [How does extra credit work in Gradebook?](#)

 **Note:** To edit the **point value** of an item added to the gradebook from another tool, such as *Assignments* or *Tests & Quizzes*, go to the item's tool of origin, e.g., *Assignments*. For more information, see [How do I add and edit gradebook items from Assignments, Tests & Quizzes, or Lessons?](#)

No categories

Students	Course Grade	Homework 1	Homework 2
Filter students		Total: 10 Due: -	Total: 10 Due: -
Student, Five (tls6u-stu5)	A- [72/80] (90%)	8	9
Student, Four (tls6u-stu4)	B+ [70/80] (87.5%)	9	7
Student, One (tls6u-stu1)	B [68/80] (85%)	10	8
Student, Three (tls6u-stu3)	B [59/70] (84.29%)	8	

In a default gradebook with **No categories**, course grades are calculated for each student by dividing the sum of their scores received for all graded items by the total points possible for those items.

In the example pictured above, Student Five earned a total of 72 points out of 80 total points possible. His course grade is $72/80 = 0.90$ (90%).

Note: **Ungraded** items are **not included** in a student's course grade. Leaving a grade entry blank reduces the total points possible by the point value of the ungraded item for that student.

In the example pictured above, most students were graded out of **80** total points. However, Student Three has not received a grade for Homework 2 (10 points possible). Thus, her course grade is $59/70 = 0.8429$ (84.29%).

Categories only

Students	Course Grade	Assignment 1	Assignment 2	Assignments	Quiz 1	Quiz 2	Quizzes
	Category	Category: Assignments Total: 10 Due: -	Category: Assignments Total: 10 Due: -	Total: 20 Drop Lowest: 1	Category: Quizzes Total: 10 Due: -	Category: Quizzes Total: 20 Due: -	Total: 30
Student, Five (tls6u-stu5)	A [38/40] (95%)	10	8	100%	9	19	93.33%
Student, Four (tls6u-stu4)	D+ [27/40] (67.5%)	7	9	90%	0	18	60%
Student, One (tls6u-stu1)	B+ [35.5/40] (88.75%)	8	7	80%	10	17.5	91.67%

With **Categories only**, course grades are calculated the same as in a [gradebook with No categories \(described above\)](#). However, if all items in a category have the same total point value or the category has the **Equal Weight** option enabled, you can automatically drop the lowest or highest grades, or keep the highest grades within that category. Dropped grades are omitted from the course grade calculation, and the total points possible in the category are reduced by the point value(s) of the omitted item(s).

For more information on grade calculations when grades are dropped/kept, see [How does Gradebook calculate automatically dropped grades?](#) For more information on equal weight categories, see [How does Gradebook calculate grades with an equal weight category?](#)

Note: You must assign each item to a category for the item to be included in students' course grades. For steps to assign existing items to categories, see [How do I edit or delete a gradebook item?](#)

Ungraded items are **not included** in a student's course grade. Leaving a grade entry blank reduces the total points possible by the point value of the ungraded item for that student.

Categories & Weighting

Use **Categories & weighting** to group gradebook items into categories, and weight each category as a percentage of the total course grade. The sum total of all category percentages must equal **100%** (or more, if there is an **Extra Credit** category - for more information, see [How does extra credit work in Gradebook?](#))

For example, if **Exams** are worth **20%** of the course grade, the **Exams** category (**20%**) could include a **Midterm Exam** (50 points) and **Final Exam** (100 points).

Each student's **course grade** is the sum of the categories' **weighted averages**. See below for additional information about dropping and keeping grades, and example calculations.

Note: You must assign each item to a category for the item to be included in students' course grades. For steps to assign existing items to categories, see [How do I edit or delete a gradebook item?](#)

Ungraded items are **not included** in a student's course grade. If any grade entry is left blank, the total points possible within the category are reduced by the point value(s) of the ungraded item(s) for that student.

Dropping and keeping grades

If all items in a category have the same total point value or the category has the **Equal Weight** option enabled, you can automatically drop the lowest or highest grades or keep the highest grades within that category. Dropped grades are omitted from the course grade calculation, and the total points possible in the category are reduced by the point value(s) of the omitted item(s).

For more information on grade calculations when grades are dropped/kept, see [How does Gradebook calculate automatically dropped grades?](#) For more information on equal weight categories, see [How does Gradebook calculate grades with an equal weight category?](#)

Categories & Weighting - Example Calculations

Below is an example of how a *Gradebook* with three weighted categories, **Exams** (20%), **Assignments** (40%), and **Quizzes** (40%), would calculate a student's grade.

Students	Course Grade	Final Exam	Midterm Exam	Exams Weighted Average	Assignment 1	Assignment 2
	Category	Category: Exams [20%] Total: 100 Due: -	Category: Exams [20%] Total: 50 Due: -	Category Average	Category: Assignments [40%] Total: 10 Due: -	Category: Assignments [40%] Total: 10 Due: -
Student_One (tls6u-stu1)	R- (82%)	95	40	90%	7.5	9
Student_Three (tls6u-stu3)	A (95.73%)	85	48	88.67%	9.5	9
Student_Two (tls6u-stu2)	B (86%)	78	42	80%	8	9

The Gradebook calculates the weighted average in each category by:

1. Totaling the **student's scores** for all graded items in the category.

In the example pictured above, in **Exams**, Student One earned: **Final Exam** (95 points) + **Midterm Exam** (40 points) = **135 points**.

2. Totaling the **point values** for all graded items in the category.

Final Exam (100 points) + **Midterm Exam** (50 points) = **150 total points**.

3. Dividing the **student's score** by the **total points**, then **multiplying that number by 100**, to determine the **category average**:


Student One's **category average** in **Exams** is **90%**:

- $135/150 = 0.90$
- $0.90 \times 100 = \mathbf{90\%}$

4. Applying the **weight** to the **category average**.

Because the **Exams** category is worth **20%** of the course grade, Student One's **weighted average** is **18**:

- To get 20% of a number, multiply the number by 0.2.
- $90 \times 0.2 = 18$

 **Tip:** The **category average** is shown in a column to the right of the gradebook items in that category. The column header includes the name of the category.

The Gradebook totals the weighted averages to produce the course grade.

If Student One received a **category average** of **75%** for **Assignments** and **85%** for **Quizzes**, his **course grade** is **82%**, calculated as follows:

- **Exams** (20%) weighted average (shown above) = **18**
- **Assignments** (40%) weighted average = $0.4 \times 75 = 30$
- **Quizzes** (40%) weighted average = $0.4 \times 85 = 34$
- **Course Grade** = $18 + 30 + 34 = 82$