

Administration Solutions for Education

# **Denbigh Administration**

# Mark book Module 2015

www.denbigh.com.au

ABN 99 167 352 749

Tel +61 2 4647 1375 Fax +61 2 4647 3410 Macarthur Anglican School Cobbitty Road Cobbitty NSW 2570 PO Box 3166 Narellan NSW 2567 Australia

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Export Tasks to Excel - (End of year or beginning		
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Manages all data that contributes to School based academic assessment, Students Marks and rankings and can be pushed to Academic Reports. Imports Tasks for the year from appropriate Spreadsheets, Create tasks from spreadsheets, Create groups for courses, Add tasks to Calendar, pushing marks to Academic Reports.

#### Markbook Menu

0	2	
MarkBook Tasks	MarkBook Groups	MarkBook Print Menu
4	5	
New Markbook Task	New MarkBook Group	Assessment Calendar
0		
Import Markbook Tasks from Spreadsheet		Add Tasks to Calendar

- 1. View all Markbook Tasks
- 2. View all Markbook Groups
- 3. Print all Markbook Task, Groups and Results for Students
- 4. Create Markbook Tasks
- 5. Create Markbook Groups
- 6. Prints an Assessment Calendar per Due Date or Assignment Date
- 7. Imports Spreadsheets to create Tasks
- 8. Adds Tasks to the Calendar

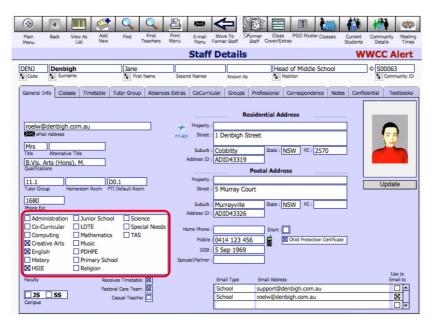
#### **Class Information/Faculties**

Ma Ma	in Back	New Course Admin Class Liet List	Find	Print	Print Fa Menu		Sude		Er		Next Yr's Less classes Tim	es Outco		me MarkBook			ļ		= [	Relookup
	Class Code	Subject Name		Course	Abbreviation	Class	Year Cour	π se Line		rt Order Course	Units Class Course	l≟ Staff		Staff Name	Faculty	Key Learning Area	Reported On	Show on Reports		
	05VA2	Visual Arts		06VA	Vis Art	6	6		6	6		DEN3	Update	Mrs J Denbigh	History		Yes	×	×	Add to Reports
	08VA7	Visual Arts	۲	08VA	Vis Art	8	8	1	7	7		DENJ	Update	Mrs J Denbigh	Creative Arts	Î.	No	×	x	Add to Reports
	09V12	Photography and Digital Media		09VI	VI	9	9		14	14		DENJ	Update	Mrs J Denbigh	Creative Arts		No	×	×	Add to Reports
	10EN5	English		10EN	Eng	10	10		1	1		DENJ	Update	Mrs J Denbigh	English		No		X	Add to Reports
	11PO1	Photography		11PO	Photo	11	11		8	8		DENJ	Update	Mrs J Denbigh	Creative Arts		No	×	×	Add to Reports
	10.1	Tutor Group	۲	10PC	House Grps	10	10		12	12		DENJ	Update	Mrs J Denbigh	Abbeythorpe		No	×	×	Add to Reports
	07DTE	Design and Technology		07DT	D&T	7	7		3	3		DENJ	Update	Mrs J Denbigh	TAS		No	×	×	Add to Reports

Markbook tasks and groups are all created by using the details from the Classes file, student's classes, courses, faculties. Ensure all data is correct before creating Tasks. Note that, it is very important that the Faculty field be populated as it links to the staff faculty.



### **Staff Faculties**



Ensure that the faculty of the staff members is updated. There is also a Check box in the Confidential section for staff to update staff members to be Markbook Administrator and they must also been the Markbook Administrator Group for permission.

#### **Creating Tasks**

2	MarkBook Menu	
MarkBook	MarkBook	MarkBook
Tasks	Groups	Print Menu
New Markbook	New MarkBook	Assessment
Task	Group	Calendar
Import Markbook Tasks from Spreadsheet		Add Tasks to Calendar

There are multiple ways to create Markbook Tasks. The preferred method is from Spreadsheets, but they can be created manually or through the classes file.



### **Creating Tasks from Spreadsheet**

$\diamond$	A	В	С	D	E	F	G	н	- I	J	K
1	Assessment Year	Academic Year	Assessment Term	Course Code	Class Code	Task Name	Task Number	Mark Out Of	Faculty	Task Assignment Date	Task Due Date
2	2009	12	1	12EA		Macbeth	2	10	English	25/02/2012	27/02/2012
3	2012	12	1	12EA		Shakespear Essay	1	70	English	28/02/2012	03/03/2012
4	2012	12	2	12EA		Half Yearly Exam	2	50	English	02/05/2012	31/05/2012
5	2012	12	2	12EA		Prelimiary Assessment	3	80	English	02/05/2012	31/05/2012
6	2012	12	3	12EA		Trial Exam	4	50	English	02/08/2012	02/08/2012
7	2012	12	3	12EA		Final Assessment	5	100	English	15/08/2012	15/08/2012
8											
9											
9											

The preferred way to create new tasks is the "Import Markbook Tasks" from Spreadsheet function. The spreadsheet must be in the format as shown above. (Excel template can be supplied) Fields required (\* mandatory)-Assessment Year\*, Academic year\*, Assessment Term, Course Code\*, Class code, Task Name\* (once created can not be changed), Task Number\* (can only be changed via a button {script}), Mark Out of\* (can only be changed via a button {script}), Faculty\*, Task Assignment date\* and Due Date\*.



From the Markbook menu, click "Import Markbook Tasks from Spreadsheet" and Follow the steps below.

- 1. Click to Import Spreadsheet
- 2. Run the Validation Checks Checks for incorrect data
- 3. Creates the Task from the Imported Tasks
- 4. Delete this data from this Markbook Task Import Assistant.

#### **Import Spreadsheet**

O O O Import Fi	ield Map	pping
Source: Markbook Excel Template.xls	Target:	Current Table ("Markbook Task Im ‡
Source Fields	Targ	get Fields
Assessment Year	••⊳ <b>≑</b>	Assessment Year
Academic Year	••⊳≽ <b>≑</b>	Academic Year
Course Code	⊷⊳ <b>\$</b>	Course Code
Class Code	⊷⊳ <b>\$</b>	Class Code
Task Name	⊷⊳ <b>≠</b>	Task Name
Task Number	⊷⊳ <b>≠</b>	Task Number
Mark Out Of	••⊳≽ <b>≑</b>	Mark Out Of
	⊷⊳ <b>\$</b>	
Task Assignment Date	⊷⊳ <b>¢</b>	Task Assignment Date
Field Names		nge by: last order \$
Import Action		Field Mapping
<ul> <li>Add new records</li> </ul>		■ Import this field
OUpdate existing records in found set		Don't import this field
OUpdate matching records in found set		♦ Match records based on this field
U SP		→I Target cannot receive data
Add remaining data as new records		Manage Database
☑ Don't import first record (contains field r	names)	Cancel Import

Step 1 - Importing the Spreadsheet. Check the box "Don't import first records" this will ensure the field names are not imported.



### **Import Spreadsheet - Validation Check**

Main Menu	Back	MarkBook Fin Menu	d Find All	Insport 1. Spreadsheet 2	Run Validation Checks	3. Creater Importer	from	Delete			<ol> <li>Proof the dat details are includ</li> <li>If corrections</li> <li>When confide</li> <li>The posting s</li> </ol>	<ul> <li>Any record with led in the columns were made, Run 1 ent data is correct, status will be set to</li> </ul>	h an orange highlig below these instru Validation Checks a click the button at	ctions. Rectify the gain to confirm the Step 3 to bring the ese have been crea	t the system has pic m before proceeding v are cleared.	g
						Ma	arkboo	k Task Impo	ort Assist	ant						
Assessmen Year	Academic Year	Course Code	Class Code	Task Name		Task #	Out Of	Faculty	Assignment Date	Due Date	Error 1	Error 2	Error 3	Error 4	Error S	Posting Status
2012	12	12EA		Shakespear Essay		1	70	History	28/02/2012	3/03/2012						
2012	12	12EA		Half Yearly Exam		2	50	History	2/05/2012	31/05/2012						
2012	12	12EA		Prelimiary Assessment		3	80	History	2/05/2012	31/05/2012						
2012	12	12EA		Trial Exam		4	50	History	2/08/2012	2/08/2012						
2012	12	12EA1		Final Assessment		5	100	History	15/08/2012	15/08/2012	Invalid Course					

Data will be validated as it is imported, correct the data click to Validate Checks again to make sure that it is all correct.

#### **Import Spreadsheet - Import Data**

Main Menu	Back	MarkBook Fi Menu	ind Find All	1. Spreadsheet 2. Run Validatio Checks	5. Tasl Import	rted Tasks	Delete All		
	t Academic				<u> </u>	larkbo	ok Task Imp	ort Assist	ant
Year	t Academic Year	Course Code	Class Code	Task Name	Task #	Out Of	Faculty	Assignment Date	Due Date
2012	12	12EA		Shakespear Essay	1	70	History	28/02/2012	3/03/2012
2012	12	12EA		HOOO	Proceed			2/05/2012	31/05/2012
2012	12	12EA		P				2/05/2012	31/05/2012
2012	12	12EA		T Are you sure you wish to				2/08/2012	2/08/2012
2012	12	12EA		Fi markbook? Note that an be processed.	y that have	e failed va	alidation will not	15/08/2012	15/08/2012
					<b>C</b>	Cancel	ОК		

3 - Create Tasks from Imported Tasks, click Ok.

#### Import Spreadsheet - Tasks Created

					М	arkbo	ok Task Imp	ort Assist	ant						
Assessn Year	ent Academic Year	Course Code	Class Code	Task Name	Task #	Out Of	Faculty	Assignment Date	Due Date	Error 1	Error 2	Error 3	Error 4	Error 5	Posting Status
2012	12	12EA		Shakespear Essay	1	70	History	28/02/2012	3/03/2012						Created
2012	12	12EA		Half Yearly Exam	2	50	History	2/05/2012	31/05/2012						Created
2012	12	12EA		Prelimiary Assessment	3	80	History	2/05/2012	31/05/2012						Created
2012	12	12EA		Trial Exam	4	50	History	2/08/2012	2/08/2012						Created
2012	12	12EA		Final Assessment	5	100	History	15/08/2012	15/08/2012						Created

Main Menu	Back	MarkBook Fir Menu	nd Find All	1. Spreadsheet	2. Run Validation Checks	J. Task Impor	ted Tasks	<b>4.</b> All			<ol> <li>Proof ti details are</li> <li>If corre</li> <li>When of</li> <li>The po</li> </ol>	from spreadsheet. he data. Any recor- included in the colu- ctions were made, confident data is cor-	d with an orange h mns below these is Run Validation Che rect, click the butto iet to 'Created' who	ighlight has an issu nstructions. Rectif cks again to confirm on at Step 3 to bring on these have been	y them before proce they are cleared. them into the syste created in MarkBool	as picked up. Error eding. em.
						M	larkbo	ok Task Ir	nport Assist	ant						
Assessment Year	Academic Year	Course Code	Class Code	Task Name		Task #	Out Of	Faculty	Assignment Date	Due Date	Error 1	Error 2	Error 3	Error 4	Error 5	Posting Status
2012	12	12EA		Shakespear Essay		1	70	History	28/02/2012	3/03/2012						Created
2012	12	12EA		Half Yearly Exam		2	50	History	2/05/2012	31/05/2012						Created
2012	12	12EA		<b>Prelimiary Assessment</b>		3	80	History	2/05/2012	31/05/2012						Created
2012	12	12EA		Trial Exam		4	50	History	2/08/2012	2/08/2012						Created
2012	12	12EA		Final Assessment		5	100	History	15/08/2012	15/08/2012						Created
					Are you you 5				ords belonging to							

Once the tasks have been created, click step 4 to delete the spreadsheet, ready for next task to be entered. Step 4 click to delete the data in the Import Assistant.



# **Create Tasks from Classes file for a Class**

Main Back New Menu Class		Print Print Class List Menu	Student Staff	Next Yr's Class		kBook Change			
				Class D	etails				Relookup
Class Code Subject Nan 06VA2 Visual Art		Subject Abbreviat	on Course © 06VA	Year Un	t Order Teacher Cod			acher rs J Denbigh	VE
Menu	Assessm	nent Tas	ks for C	lass	Assessment Year Task Name	2015 All		Al	New Task
Students	Task Number T	ask Name			Assignment Date	Due Date	Out Of	Average Min	Max
Lessons									<u>^</u>
Outcomes									
Description for Reports									
Class Tasks									
Course Tasks									
Documents									

This will create a task just for this class.

### Create a Task from Classes file for a Course

Nain Back New Menu Class		Student Staff Next Yr's Oasses	Class Lesson Outcome D Enrolments Times Bank	MarixBook Change Menu Class code		
		Clas	ss Details			Relookup
Cless Code Subject Nam 06VA2 Visual Art		tion Course Yes	ar Unit Order Teacher	Code	Teacher Mrs J Denbigh	
Menu	Assessment Ta	sks for Cour	Se Assessment	t Year 2015 Name All	All	w Task
Students	Task Number Task Name		Assignment Date	Due Date Ou		
Lessons		000	Mess	sage		
Outcomes						
outcomtes						
Description for Reports			te a new task for t		ng other	
			ate a new task for t e course. Proceed		ng other	
Description for Reports					ng other	

Click "New Task".

S Reck New Class	View as Find Print List Class List	Print Student Staff Menu	Next Yr's Class Lesson Outcome MarkBook Change Classes Enroiments Times Bank Menu Class code Class Details	
Class Code Subject Name 06VA2 Visual Arts	10.0	t Abbreviation Course	Year Unit Order Teacher Code	Teacher
Menu	Assessmen Task Number Task Nan	What name d	o you wish to give to this task?	
Lessons Outcomes		Task Name		
Description for Reports Class Tasks			Cancel	
Course Tasks	_	_	Cancel	ОК
Documents				

Add the task name.



# Create a Task from Classes for a Course

Main Back New Menu Class		Print Student Sta Menu	M Next Yr's Class Classes Enrolments Class Det		Change Class code	
Class Code Subject Nam 06VA2 Visual Art		ct Abbreviation Course	Year Unit	Order Teacher Code		Teacher
Menu	Assessmen					6
Students	Task Number Task Nan					м
Outcomes		Task Marks	Out Of?			
Description for Reports		100				
Class Tasks				Cance		Ж
Course Tasks						
Documents						

Add the Task Marks "Out of".

S Sack Ni Main Back Ni Menu Cu	
VA2 Visual /	ame Subject Abbreviation Course Year Unit Order Teacher Code Teacher
Menu	Assessment Tasks for Course Assessment Vear 2015 Task Name All New Task
Students	Task Number Task Name Assignment Date Due Date Out Of Average Min Max
Lessons	Image: Drama task 1         15/12/2015         Image: Drama task 1

Task displayed under the Course Tasks tab.

# Filtering Tasks in Markbook

I) Choose Faculty or Faculties as required, then         2) Enter Academic Year as required, then         2) Enter Academic Year as required, then         3) Enter part of the name of the task you are searching for, then         Main       MarkBook         Menu       5) Click the arrow next to the desired task to Edit it.										
ion										
Special Needs TAS										
Task Name	All		All							
Task No Y	ear Assignment D	Date Due Date								
1	12 28/02/2012	3/03/2012	-							
2	12 2/05/2012	31/05/2012								
3	12 2/05/2012	31/05/2012								
	12 2/08/2012	2/08/2012								
4	12 15/08/2012	15/08/2012								
	5	5 12 15/08/2012	5 12 15/08/2012 15/08/2012							

From the Markbook menu choose Markbook Tasks - Enter the Assessment Year, Academic Year and check the faculty.



#### Markbook Task

12.2       Ausement & English       28/02/2012       3/03/2012       Do Base       Solve       2024       Max A Home & Data       2024       Max A Home & Data       2024       Max A Home & Data       2025       Tak Anglish       Solve       S	2 12 ademic Year Cou			Shakespear Task Name	r Essay			1	l ask#	Suggest	70 Out Of	Change	12EA1	Ms V Grierson Mrs J Grierson	
Satesment & Research & Picky         Assignment Date         Due Date         Statute & Picky         Pick & Marry           Aufmin         Scherk Results         Oran & Olarek         Olarek         Olarek         Olarek         Down         Marry         Date         Marry         Date         Marry         Date         Marry         Date         D	012	En En	qlish		28/02/20	12		3/03/2012					12EA4	Mrs A Holmes	6
am       Sole Marks       Case Markets       Case Markets       Case Markets       Case Markets       Concorn         Adrin       Student Results       Graph       Markock Carlogs       Outcomes       Documents         exit Students (ref. Name)       Rank       Student Same       Student Same       Outcomes       Documents         exit Students (ref. Name)       Rank       Student Same       Student Same       Student Same       Documents         exit Students (ref. Name)       Rank       Student Same       Student Same       Documents       Documents         exit Students (ref. Name)       Rank Same       Commex       Recatalatis       Ranket Carlogs       Documents         exit Students (ref. Name)       Student Same       Commex       Recatalatis       Ranket Carlogs       Documents         e Markosa, Namy       12EA       70       E       0       //0       //       Image       Image       Documents         e Statops Shriya       12EA1       70       E       0       //0       //       Image       Image <td< th=""><th>sessment Year Asses</th><th></th><th></th><th></th><th></th><th></th><th></th><th>Due Date</th><th></th><th></th><th></th><th>6</th><th></th><th></th><th></th></td<>	sessment Year Asses							Due Date				6			
Ne         Max         Outcomes         Documents           Admin         Student Results         Graph         Markbook Groups         Outcomes         Documents           ord Students by         Name         C Rank         SizeA4	kam 🔁 Scale M	arks								Tack Aug			Class tea	achers in this Task	
Admin         Student Results         Graph         Markbook Groups         Outcomes         Documents           Solt Student Syr.         Name         Q ank         S12EA1         S12EA1         S12EA5         S12EA5<	porting Period Status	4													7
Anne         Oranh         Distant Survey         Example         Distant Survey         Distant Survey <thdistant survey<="" th=""> <thdistant survey<="" th="">         Dis</thdistant></thdistant>															
Duder Hane         Data         Hark Rav         Out Of Estimate** Exclude Mark         Scale         Bark         Connet         Recalculate         Repd Ent           0         A Hantsapa, Nancy         12EA5         70         E         0         /0         /         Image: Connet         Repd Ent           0         Anderson, Alexia         12EA4         70         E         0         /0         /         Image: Connet	Admin	Stu	ident Results		Graph	<u> </u>		Markboo	k Groups	) Y	0	utcomes	<u> </u>	Documer	nts
Buder times         Case         Pack Raw         Out Of Exclude %	Fort Students by: 🖲	Name O Rar	nk 🛛 12EA1	🖾 12EA3											
6 Al Ghadea, Nancy       12E6       70       E       0       /0       /         9 Allutz, Andrea       12EA5       70       E       0       /0       /         9 Anderson, Aexia       12EA5       70       E       0       /0       /          9 Anderson, Aexia       12EA5       70       E       0       /0       /          9 Binop, Snrya       12EA1       70       E       0       /0       /           0 Cararon, Susson       12EA3       70       E       0       /0       /            0 Davies, Henny       12EA1       70       E       0       /0       /	Student Name		Class	Mark Raw	Out Of	Estimate'	•* Exc	Mark lude %	Mark Scaled		Task Rank	Comment	Recald	culate Rapi	d Entry
		ncy			70			0			1				Ū
O Bhargava, Rahul       12EAS       70       III       0       /0       /         O Bhargava, Rahul       12EAS       70       III       0       /0       /       IIII         O Camenon, Jessica       12EAS       70       III       0       /0       /       IIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIII					_						1				1
<sup>0</sup> Bishop, Shriya        12EA1        70        E        0        0/0        1 <sup>0</sup> Gacarone, Sisyeon        12EA3        70        E        0        0/0        1 <sup>0</sup> Gacarone, Siyeon        12EA3        70        E        0 <td< td=""><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>/</td><td></td><td></td><td></td><td><u> </u></td></td<>											/				<u> </u>
© Cameron, Jassica       12EA6       70       E       0       /0       /         © Cameron, Suycon       12EA3       70       E       0       /0       /       Image: Comparison of the comparison of					_						1				
<sup>1</sup> Cicarone, Suyeon        12EA3        70        E        0        //0        //							_					1			<u> </u>
Davies, Henry       12EA1       70       E       0       /0       /         > Deak, Ryan       12EA4       70       E       0       /0       /       Image: Constraint of the second of the seco															 Ū
Desk, Ryan         12EA4         70         E         0         /0         /           C Do, Alisa         12EA6         70         E         0         /0         /         I           C Do, Alisa         12EA6         70         E         0         /0         /         I           C Donavan, Nicky         12EA4         70         E         0         /0         /         I           C Gardner, Angela         12EA4         70         E         0         /0         /         I           C Harmend, Nai         12EA1         70         E         0         /0         /         I         I           C Harsen, Jane         12EA5         70         E         0         /0         /         I         I           C Harsen, Galum         12EA5         70         E         0         /0         /         I							_				1	-			
> Do, Alissa         12EA6         70         E         0         /0         /         I           > Donovan, Nicky         12EA5         70         E         0         /0         /         I           > Farrell, Joshua         12EA4         70         E         0         /0         /         I           > Gardrer, Angela         12EA4         70         E         0         /0         /         I           > Hammond, Nai         12EA1         70         E         0         /0         /         I         I           > Hamson, Jane         12EA6         70         E         0         /0         /         I         I           > Honewood, Bradley         12EA4         70         E         0         /0         /         I         I           > Abonewood, Bradley         12EA4         70         E         0         /0         /         I											1				-0
Donovan, Nicky       12EAS       70       E       0       /0       /         C Farrell, Joshua       12EA4       70       E       0       /0       /       Image: Constraint of the					-					1.	1	<u> </u>			-
D Farrell, Joshua       12EA4       70       E       0       /0       /       Image: Constraint of the second s			12EA5		-			-			1	<u> </u>			
Q Hammond, Nai       12EA1       70       E       0       /0       //       //       //         Q Hammond, Nai       12EA1       70       E       0       //0       //       //       //         Q Hanson, Jane       12EA3       70       E       0       //0       //       //       //       //         Q Hanson, Jane       12EA4       70       E       0       //0       ///       ///       ///       //       //       //       //       //       //       //       ///       //       //       ///       //       //       //       //       //			12EA4		70			0		/0	1				<u> </u>
<sup>1</sup> Hanson, Jane        12EA3        70           E        0         /0         //       <	🗘 Gardner, Angela		12EA4		70			0		/0	1				Ū
> Hayes, Calum       12EA6       70       E       0       /0       /         > Honewood, Bradley       12EA4       70       E       0       /0       /       Image: Control of the second	Hammond, Nai		12EA1		70			0		/0	1				Ē
D Homewood, Bradley       12EA4       70       E       0       /0       /         D Homewood, Bradley       12EA3       70       E       0       /0       /       Image: Constraint of the second secon	🗘 Hanson, Jane		12EA3		70			0		/0	1				Ē
Chunter, Herorge       12EA3       70       E       0       /0       /       I         S Johnson, Kieren       12EA4       70       E       0       /0       /       I         S Johnson, Kieren       12EA4       70       E       0       /0       /       I         S Machtyre, Swetha       12EA5       70       E       0       /0       /       I       I         S Machtyre, Swetha       12EA5       70       E       0       /0       /       I       I       I         S Machtyre, Swetha       12EA1       70       E       0       /0       /       I						_					1				Ū
> Johnson, Kieren       12EA4       70       E       0       /0       /         > Knox, Annie       12EA3       70       E       0       /0       /       I         > Macintyre, Swetha       12EA5       70       E       0       /0       /       I         > Macintyre, Swetha       12EA5       70       E       0       /0       /       I         > Maccelian, Stephanie       12EA1       70       E       0       /0       /       I         > Mecculioch, Rosanna       12EA1       70       E       0       /0       /       I         > Misbet, Bruce       12EA6       70       E       0       /0       /       I         > Nisbet, Bruce       12EA6       70       E       0       /0       /       I         > Parsons, Simmi       12EA6       70       E       0       /0       /       I         > Parsons, Simmi       12EA5       70       E       0       /0       /       I       I         > Pasons, Simmi       12EA5       70       E       0       /0       /       I       I         > Pasons, Jatasha       12EA5		dley					_				/				<u> </u>
\U00e4 Knox, Annie           12EA3           70           E           0           //         //         //											1				
→ Macintyre, Swetha        12EAS        70           E        0         /0         //											/				 
											- /	-			
→ McCulloch, Rosanna        12EA1        70        E        0         /0         //															
\u03e9 Meyer, Edward           12A1           70           E           0           //           //           //           //           //           //           //           //           //         //           //           //           //           //           //           //           //           //           //           //           //           //           //             //           //           //           //           //           //           //           //           //           //           //           //           //           //           //               //           //           //           //           //           //           //           //           //             //           //					_						- /	-			-
⇒ Nisbet, Bruce         12EA6         70         E         0         /0         /         I           > Noble, Hannah         12EA4         70         E         0         /0         /         I         I           > Pasoe, Paul         12EA6         70         E         0         /0         /         I         I         I           > Pasoe, Paul         12EA5         70         E         0         /0         /         I				_	-						1	<u> </u>			-
→ Noble, Hannah        12EA4           70         E         E         0											1	<u> </u>			-
◆ Parsons, Simmi        12EA6           70           E           0           /0           //                   // </td <td></td> <td></td> <td>12EA4</td> <td></td> <td>70</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>1</td> <td>í –</td> <td></td> <td></td> <td></td>			12EA4		70						1	í –			
→ Peters, Natasha         12EA5           70           E           0         /0         //			12EA6		70			0		/0	1				
	Pascoe, Paul		12EA3		70			0		/0	1				<u> </u>
Abbertson, Roopam         12EA3         70         E         0         /0         /         I                b Stoya, Harley             12EA4             70             E             0             0/0             //             I               v Todeschi, Vanessa             12EA6             70             E             0             0/0             //             I               v Todeschi, Vanessa             12EA6             70             E             0             0/0             //             I               v Thomson, Hannah             12EA6             70             E             0             0/0             //             I               v Thomson, Hannah             12EA1             70             E             0             0/0             //             I               v Thome, Rachel             12EA1             70             E             0             0/0             //             I               v Triglia, Connie             12EA6             70             E             0             0/0             //             I               v Wallner, Holly             12EA3             70             E              valler             valler             valler             valler             valler             valler             valler             //>             vallerex             valler	Peters, Natasha		12EA5		70			0		/0	1				<u> </u>
⇒ Stoya, Harley         12EA4         70         E         0         /0         /         I                               											1				Ē
→ Tedeschi, Vanessa          12EA6         70         E         0         /0         /         IIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIII		am			_						1				<u> </u>
> Thomson, Hannah         12EA6         70         E         0         /0         /         I           > Thomson, Hannah         12EA6         70         E         0         /0         /         I         I           > Thomson, Hannah         12EA6         70         E         0         /0         /         I <td< td=""><td></td><td></td><td></td><td></td><td>_</td><td></td><td></td><td></td><td></td><td></td><td>1</td><td></td><td></td><td></td><td></td></td<>					_						1				
↓ Thome, Rachel          12EA1         70         E         0         /0         /         IIII                ↓ Tridgell, Stephen          12EA4         70         E         0         /0         /         IIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIII					-						/				
⇒ Tridgell, Stephen         12EA4         70         E         0         /0         /         I           ⇒ Triglia, Connie         12EA6         70         E         0         /0         /         I         I           ⇒ Triglia, Connie         12EA6         70         E         0         /0         /         I         I           ⇒ Wallner, Holly         12EA3         70         E         0         /0         /         I         I		an			_						/				 
⇔ Triglia, Connie 12EA6 70 E 0 /0 / 1 0 0 ⇔ Wallner, Holly 12EA3 70 E 0 /0 / 1												-			
⇔ Wallner, Holly 12EA3 70 🛛 🗉 🗌 0 /0 /						_	_				1				U
							_								-
	<ul> <li>Worrell, Camero</li> </ul>	n	12EA3		70					/0	- /	-			
			120.0	1		20 22				10	,				

- 1. Any fields appear in year in yellow are because the data is missing.
- 2. Check box to show they are Exam Marks
- 3. Scale Marks will display Scaling options
- 4. Shows the current Reporting Period
- 5. Statistics of Tasks
- 6. Teachers of the classes
- 7. Padlock to lock the task
- 8. Assign Marks to the Students Reports
- 9. Check box of where the marks will be assigned



Main Back	MarkBook Menu	View as List	Spreadsheet for Course		ind Dek All Tas	te Print	Export Task to Excel	You	Task ID: 1 Creator: Jo are logged i	hn Denbigh	Outcor Bank		ses Currer Studer	
					M	larkbo	ok Tas	ks						
	12EA Course Code	Class C		Shakespea Task Name	ır Essay			1 Task #	Suggest	70 Out Of	Change	12EA1 12EA3	Ms V Griers Mrs J Griers	on
2012 ssessment Year As	ssessment Term	English Faculty			28/02/20 Assignmen		3/03/201 Due Date	2				12EA4 12EA5 12EA6	Mrs A Holm Ms J Harry Mrs R Lam	25
eporting Period Statu									Task Avg Min	Statistics Sti	Dev 1ax	Class tead	thers in this Ta	sk
Admin		Student	Results		Graph	Y	Markbo	ok Group	s	Out	comes		Docun	nents
Sort Students by:	Name (	Rank	🛛 12EA1	12EA3	12EA4	🛛 12EA	5 🖂 12EA6						~	_
Student Name			Class	Mark Rav	v Out Of	Estimate**	Mark Exclude %	Mark Scaled	Class Rank	Task Rank (	Comment	Recalcu	ilate R	apid Entry
Al Ghardaqa,	Nancy		12EA6		70		0		/0	1				
Allnutt, Andre	a		12EA5		70		0		/0	1				Ē
Anderson, Ale	exia		12EA4		70	E	0		/0	1				Ē
Anderson, Ale Anderson, Ale Anderson, Ale			12EA4 12EA5		70 70		0 0		/0 /0	/ /				0 0

Entering Marks - Rapid Entry button

# Markbook Tasks - Rapid Entry

Markbook	Ranid F	ntrv
Logged in as: DENJ Task name: Prelimiary Assessment Out Of: 80	каріц І	Type 'Enter' on the numeric keypad (or its equivalent) to proceed to the next student's record. When finished, click 'Done'.
Student Name	Mark	Done
Al Ghardaga, Nancy	Mark	
Allnutt, Andrea		=
Anderson, Alexia		-
Bhargava, Rahul		-
Bishop, Shriya		-
Cameron, Jessica		-
Ciccarone, Suyeon		-
Davies, Henry		-
Deak, Ryan	-	-
Do, Alissa	-	-
Donovan, Nicky		-
Farrell, Joshua		-
Gardner, Angela	-	-
Hammond, Nai	<u> </u>	-
Hanson, Jane		-
Hayes, Calum		_
Homewood, Bradley	-	-
Hunter, Herorge		-
Johnson, Kieren		_
Knox, Annie	-	-
Macintyre, Swetha		-
MacLellan, Stephanie		-
McCulloch, Rosanna		-
Meyer, Edward		-
Nisbet, Bruce		-
Noble, Hannah		-
Parsons, Simmi		-
Pascoe, Paul		-
Peters, Natasha		-
Robertson, Roopam		-
Roberts, Vivien		-
Stoya, Harley	-	_
Tedeschi, Vanessa		-
Thomson, Hannah		-
Thorne, Rachel	-	_
Tridgell, Stephen	<u> </u>	-
Triglia, Connie		-
Wallner, Holly	i	_
Worrell, Cameron		-
Markbook Rapid Entry		Done

Type the "enter" key on the numeric keypad or it's equivalent) to enter marks. Click done when finished.



# Markbook Tasks - Recalculate

Main         Back         MarkBook         View as List	Spreadsheet Search for for Course Task Task	te Print Expo		Task ID: 1211 k Creator: John Den are logged in as : D		Classes Current Staff Details
		Markb	ook Tasks			
12     12EA       Academic Year     Course Code       2012     2       Assessment Year     Assessment Term		2/05/2012 Assignment Date	3 Task # 31/05/2012 Due Date	Suggest 80 Out C	Df 11	2EA1     Ms V Grierson       .2EA3     Mrs J Grierson       .2EA4     Mrs A Holmes       .2EA5     Ms J Harry       .2EA6     Mrs R Lam
Exam Scale Marks				Task Avg 73.3 Min 23	StDev 17.8 Max 98	Class teachers in this Task
Admin Studer	nt Results	Graph	Markbook Grou	ps	Outcomes	Documents
Sort Students by:  Name ORank	⊠ 12EA1 ⊠ 12EA3	🛛 12EA4 🛛 12E	A5 🖾 12EA6			n modified, recalculation is necessary
Student Name	Class Mark Raw	Out Of Estimate*	Mark Mark * Exclude % Scaled	Class Tas Rank Rar		Recalculate Rapid Entry
Al Ghardaga, Nancy	12EA6 78	80 🗌 E	97.5 78	7/10 21/	39	) <b>t</b>
Allnutt, Andrea	12EA5 90	80 🗌 🖪	112.5 90	1/5 6/3	39	) 🖬 📗
<ul> <li>Allnutt, Andrea</li> <li>Anderson, Alexia</li> </ul>	12EA5 90 12EA4 56	80 🗌 E 80 🗌 E	Anna -	1/5 6/3 7/10 31/		

Whenever a mark is changed it will display a message to recalculate the marks. Click the Recalculate button.

#### **Markbook Tasks - Statistics**

					M	larki	000	k Tas	ks								
12	12EA			Prelimiary	Assessm	ent			3	Suggest	80		Change	12EA1	Ms V G	rierson	
Academic Year	Course Code	Class Coo	le T	ask Name					Task #		Out Of	f .		12EA3	Mrs J C	Grierson	
2012	2	English			2/05/20	12		31/05/201	12					12EA4	Mrs A I	Holmes	
Assessment Year	Assessment Term				Assignmen			Due Date						12EA5	Ms J H		
											Statis	tics		2EA6	Mrs R I	Lam	
Exam 🗌 Sci	ale Marks 🗌									Task Avg			17.8	Cass tea	thers in th	nis Task	100
Reporting Period SI No current report										Min	23	Ma	< 98	J		(	Í
Admin		Student F	lesults		Graph	Ŷ		Markboo	ok Group	os		Outco	mes	Y	Do	ocuments	
Sort Students by	y: 🖲 Name 🔇	Rank	🛛 12EA1	🛛 12EA3	12EA4	⊠ 12	EA5	12EA6									
Student Name	2		Class	Mark Raw	Out Of	Estimate	** Excl	Mark ude %	Mark Scaled	Class Rank	Tasi Rani		nment	Recalcu	late	Rapid Ent	try
🗘 Al Ghardaq	a, Nancy		12EA6	78	80			97.5	78	7/10	17/3	39					Ū,
Allnutt, And	drea		12EA5	90	80			112.5	90	1/5	6/3	9					Ū
Anderson,	Alevia		12EA4	56	80			70	56	7/10	31/3	0				1	m]

Statistics of the Tasks will be filled once the marks are entered.

# Markbook Tasks - Sorting and Filter Classes

Main Back MarkBook Menu	View as List for Course	earch for Delete Task Print	Export Task to Excel			1211 hn Denbigh n as : DENJ	Outcor Bank	Classes	Current Students	Staff Details
		Ma	rkbook Tas	ks						
12     12EA       Academic Year     Course Code       2012     2		Prelimiary Assessmen Task Name 2/05/2012	t	3 Task #	Suggest	80 Out Of	Change	12EA3 Mm	s V Grierson s J Grierson s A Holmes	
Assessment Year Assessment Term		Assignment D		<u>12</u> ;		Statistics			: J Harry s R Lam in this Task	
Reporting Period Status No current report available.		_			Task Avg Min		Dev 17.8 fax 98			2
Admin	Student Results	Graph	Markbo	ok Groups	; Y	Out	comes	Ŷ	Documents	
Sort Students by: Name										
Son scorens by: Warne	Rank 🛛 12EA1	12EA3 12EA4	12EA5 12EA6							
Student Name	) Rank 2 12EA1 Class		12EA5 12EA6	Mark Scaled	Class Rank	Task Rank (	Comment	Recalculate	Rapid E	intry
		Mark Raw Out Of Es	PHILE	Mark			Comment	Recalculate	Rapid E	intry
Student Name	Class	Mark Raw Out Of Es 34 80 87 80	timate** Exclude %	Mark Scaled	Rank	Rank (	Comment	Recalculate	Rapid E	
Student Name \$\$ Bishop, Shriya	Class 12EA1	Mark Raw Out Of Es 34 80 87 80 86 80	timate** Exclude %	Mark Scaled 34	Rank 6/6	Rank ( 38/39	Comment	Recalculate	Rapid E	) 🖬 📤
Student Name	Class 12EA1 12EA1	Mark Raw         Out Of Es           34         80           87         80           86         80           61         80	timate** Exclude % E 42.5 E 108.75	Mark Scaled 34 87	Rank 6/6 3/6	Rank 0 38/39 11/39	Comment	Recalculate	: Rapid E	] 🖬 🗅 ] 🖬
Student Name	Class 12EA1 12EA1 12EA1 12EA1	Mark Raw         Out OF Es           34         80           87         80           86         80	Exclude         Park %           E         42.5           E         108.75           E         107.5	Mark Scaled 34 87 86	Rank 6/6 3/6 4/6	Rank         G           38/39         11/39           11/39         13/39	Comment	Recalculate	Rapid E	)

Choose to sort by Student's name or Rank. Uncheck or Check the classes to filter by.



### Markbook Tasks - Estimate Mark

Admin	Student Results		Graph	- Y	Markbo	ok Group	s	Outcome	s Documents	
Sort Students by: Name	O Rank 🛛 12EA1	12EA3	12EA4	12EA5	12EA6					
Student Name	Class	Mark Raw	Out Of	Estimate** E	Mark clude %	Mark Scaled	Class Rank	Task Rank Commer	nt Recalculate Rapid Entry	
Bishop, Shriya	12EA1	34	80		42.5	34	6/6	38/39	Ū –	
Davies, Henry	12EA1	87	80		108.75	87	3/6	11/39	Ū	
Hammond, Nai	12EA1	86	80		107.5	86	4/6	13/39	Ū	
McCulloch, Rosanna	12EA1	61	80		76.25	61	5/6	29/39	Ū	
Meyer, Edward	12EA1	92	80		115	92	1/6	4/39	Ū	
Thorne, Rachel	12EA1	88	80		110	88	2/6	8/39	Ū	
Which Estimate?       Insert estimate based on average Class position or average Course position?       Cancel     Course       Class										

Press the letter "E" to Estimate a mark based on the average Class position or average Course position. If this is the first task for the course it is unable to estimate the mark. Click to choose either Class or Course position. Then recalculate the marks.

Admin	Student Results		Graph	1 Y	Markboo	k Group	s	Ou	utcomes	Do	ocuments
Sort Students by: Name	Rank 🛛 12EA1	12EA3 [	12EA4	12EA5	12EA6						
Student Name	Class	Mark Raw	Out Of	Estimate** E	Mark dude %	Mark Scaled	Class Rank	Task Rank	Comment R	ecalculate	Rapid Entry
Bishop, Shriya	12EA1	97.5	100	🛛 E	97.5	97.5	2/6	5/39			Ē -
Davies, Henry	12EA1	87	100		87	87	4/6	21/39			1
Hammond, Nai	12EA1	86	100		86	86	5/6	23/39			1
McCulloch, Rosanna	12EA1	76.25	100		76.25	76.3	6/6	30/39			Ē
Meyer, Edward	12EA1	92	100		92	92	3/6	14/39			Ū
Thorne, Rachel	12EA1	100	100		100	100	1/6	1/39			Ū

The mark will display in red and the Estimate check box will be checked.

#### Markbook Tasks - Exclude Mark

Admin Studen	t Results	G	iraph	Ŷ	Markbo	ok Groups	;	Ou	utcomes	D	ocuments
Sort Students by:  Name O Rank	🛛 12EA1 🗌	12EA3	]12EA4	12EA5	12EA6						
Student Name	Class	Mark Raw	Out Of	Estimate** Exc	Mark lude %	Mark Scaled	Class Rank	Task Rank	Comment	Recalculate	Rapid Entry
Bishop, Shriya	12EA1	97.5	100	🛛 🗉 🖸	97.5	97.5	2/6	5/39			1
Davies, Henry	12EA1	87	100		87	87	4/6	21/39			1
Hammond, Nai	12EA1	86	100	🗆 🖪 🗍	86	86	5/6	23/39			1
McCulloch, Rosanna	12EA1	76.25	100	🗆 🖪 🗍	76.25	76.3	6/6	30/39			1
Meyer, Edward	12EA1	92	100		92	92	3/6	14/39			1
Thorne, Rachel	12EA1	100	100	🗆 🖪 🗍	100	100	1/6	1/39			0
				Message							
	This will m excluded f this?							do			

Click on the Exclude Check box to exclude student's marks in the task.

Admin Student	Results	Grap	ih )	Markboo	k Groups	γo	utcomes	Documents
iort Students by:  Name ORank	🛛 12EA1 🔲 1	2EA3 🗌 12	EA4 🗌 1	2EA5 🗌 12EA6				
Student Name	Class N	lark Raw Out	t Of Estimat	Mark e** Exclude %		ass Task ank Rank	Comment Rec	alculate Rapid Entry
Bishop, Shriya	12EA1	97.5 1	00 🛛 🛛	E 97.5	97.5	2/5 5/38		<u> </u>
Hammond, Nai	12EA1	86 1	00 🗆 [	E 🗌 86	86 4	4/5 22/38		) 🖬
McCulloch, Rosanna	12EA1	76.25 1	00 🗆 [	E 76.25	76.3	5/5 29/38		<u> </u>
Meyer, Edward	12EA1	92 1	00 🗆 [	E 🗌 92	92 3	3/5 14/38		) 🖬
C Thome Rachel	12FA1	100 1	00 □[	E 100	100	1/5 1/38	I	Ì
Davies, Henry	12EA1	87 1	00 🗆 [	E			Student handed	task in too late.

Enter comments regarding why a mark is to be excluded.

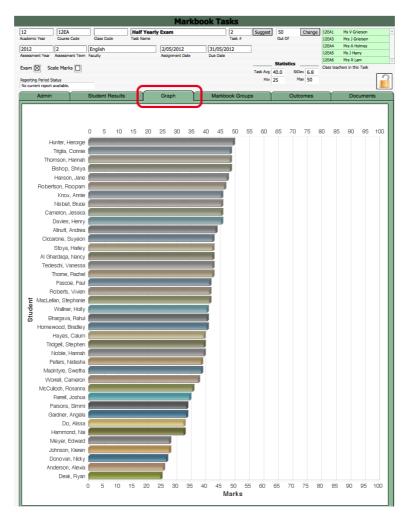


### Markbook Tasks - Changing the Out Of

			Markb	ook Tasks				
12 Academic Year	12EA Course Code	Class Code	Half Yearly Exam Task Name	2 Task #	Suggest 5	0 Change at Of	1 EA1 2EA3	Ms V Grierson  Mrs J Grierson
2012 Assessment Year	2 Assessment Term	English Faculty	2/05/2012 Assignment Date Messad	31/05/2012 Due Date			12EA4 12EA5 12EA6	Mrs A Hoimes Ms J Harry Mrs R Lam
Exam Sc Reporting Period S No current report		Scale	Marks to the new 'Out Of'?			StDev 6.8 Max 50	Class tea	chers in this Task
Admin Sort Students b Student Name	y: Name O	Stuc Ran		No	Yes	Outcomes Comment	Recalc	Documents ulate Rapid Entry
Al Ghardaq	a, Nancy	1200			5/10	9		Ū -

Click the Change button beside the Out of field. Click yes and then enter the new Out of.

#### Markbook Tasks - Graph



Displays the Marks graphically.



### Markbook Tasks - Outcomes

		Markt	book Tasks					
2 12EA	Half	Yearly Exam	2 Sugge	at 50	Change	12EA1	Ms V Grierson	
ademic Year Course	Code Class Code Task N	lame	Task #	Out Of		12EA3	Mrs J Grierson	
012 2	English	2/05/2012	31/05/2012			12EA4	Mrs A Holmes	
	ent Term Faculty	Assignment Date	Due Date			12EA5	Ms J Harry	
		rung ment oute	Dec Date	Statistics		12EA6	Mrs R Lam	
kam 🔀 🛛 Scale Marl	ks 🔲					Class tea	chers in this Task	
kuuut	1		Task Av		0ev 6.8			
eporting Period Status			м	n 25 M	lax 50			
o current report available.				-				
Admin	Student Results	Graph	Markbook Groups	Out	comes		Documer	nts
Outcome Code C 12EA1 D	J Dutcome Demonstrates the ability to analyse				comes	Include	Б	tists in utcomes t Reporte
Outcome Code CC 12EA1 C 12EA2 C	Dutcome	ideas and language techn critically Shakespeare's K	iques in poetry and in a variety o	f texts	comes [		E O	tists in utcomes t Reporte
Outcome Code CC 12EA1 C R 12EA2 C R 12EA3 E	Dutcome Demonstrates the ability to analyse elated to Journeys. Demonstrates the ability to analyse	ideas and language techn critically Shakespeare's K productions express the c	niques in poetry and in a variety o <i>Ting Lear</i> for its literary values, for different values.	f texts different	<u>comes</u> [ [	Include	in Report:	iists in utcomes : Reporte
Outcome Code C 12EA1 C 12EA2 C 12EA3 E 12EA3 E 12EA8 E	Dutcome Demonstrates the ability to analyse elated to Journeys. Demonstrates the ability to analyse eadings and for the ways different Expresses critical and interpretative	ideas and language techn critically Shakespeare's <i>K</i> productions express the c responses to texts in a va responses to texts in a va	niques in poetry and in a variety o <i>ting Lear</i> for its literary values, for different values. ariety of modes including in the e ariety of modes including in visual	f texts different tended		Include Include	: in Reports	iists in utcomes Reporte

Outcomes for courses can be added here instead of in the classes/courses file. If the outcome already exists in the Course file the checkbox will be checked. Click to Include in Reports (if it was not added previously in the courses file).

#### **Markbook Tasks - Documents**

				Ma	arkbo	ok Tas	ks							
12	12EA		Half	Yearly Exam			2	Suggest	50	(	Change	12EA1	Ms V Grierson	
Academic Year	Course Code	Class Code	Task Na	me			Task #		Out	Of		12EA3	Mrs J Grierson	
2012	2	English		2/05/2012		31/05/20	12					12EA4	Mrs A Holmes	
	Assessment Term			Assignment		Due Date	12					12EA5	Ms J Harry	
									Stati	istics		12EA6	Mrs R Lam	
Exam 🛛 Sca	ale Marks 🔲							Task Avg		StDev	6.0	Class teac	hers in this Task	
								Min			50			0
Reporting Period St No current report a								1900	25	- IUA	50			
Admin		Student Res	uits	Graph		Markbo	ok Group	s		Outco	mes		Documents	
Attachment	Attac		n / Comments								Time	Stamp : 2	2/07/2012 5:03:30	Add
	Save											User :	John Denbigh	٦

Add any Documentation pertaining to the course.

#### **Markbook Menu Functions**

Main Back	MarkBook Menu		adsheet Locat Course Task		2	Export Tas to Excel	J	asks	Task ID: Task Creator: J You are logged	ane De		Outcon Bank		es Current Students	Staff Details
12 Academic Year	12EA Course Code	Class Code	Mac Task N	beth				1 Task	Suggest	] 10 Out		Change	12EA1	Ms V Grierson Mrs 1 Grierson	*
Academic Tear	Course Code	Class Code	I disk in	vame				Idsk	*	Out	or		12EA3 12EA4		
2015		English		2	25/02/2015		27/02	2015						Mrs A Holmes	
Assessment Year	Assessment Term	Faculty		A	ssignment Dat	te	Due Dat	e					12EA5	Ms J Harry	
Exam Sc	ale Marks	Scale F	By: Course		1	т	arget			Stat	istics		12EA6	Mrs R Lam	*
								10.5	Task Avg		StDev		Class teach	ners in this Task	
Current Reporting		Using Algorith		Ave and St inear Mappi		9 7.0	StDev	12.5	-						0
Year 12 Interim Re	eports Term 4 201				ing Mi	n	Max		Min	1	Max	9			
		T	To: 1 Dec	cimal Places											
Admin		Student Res	sults	G	araph		Mark	book G	roups		Outcor	nes		Document	s



<< Prev 8 Tasks			Markbo	ok for 12E	A			Next 8 Tasks >
	Task 1	Task 2	Task 3	Task 4	Task 5	Task 6	Task	Task
Prev Next Task Name	Macbeth	Shakespear Essay	Half Yearly Exam	Prelimiary Assessment	Trial Exam	Final Assessment		
Out Of	10	70	50	80	50	100		
Avg / Target Avg / Min StDev / Target StDev / Max	5.7 1	55.1 6 13.1 70	37.1 25 6.8 49					
Student Name	Raw Scaled Rank	Raw Scaled Rank	Raw Scaled Rank	Raw Scaled Rank	Raw Scaled Rank	Raw Scaled Rank	Raw Scaled Rank	Raw Scaled Ran
Al Ghardaga, Nancy	8 8 4	69 69 2	41 41 15					
Allnutt, Andrea	7 7 12	68 68 4	40 40 16					
Anderson, Alexia	6 6 17	67 67 7	43 43 8					
Bhargava, Rahul	5 5 24	67 67 7	40 40 16					
Bishop, Shriya	4 4 31	54 54 23	43 43 8					
Cameron, Jessica	3 3 36	64 64 13	33 33 28					
Ciccarone, Suyeon	2 2 38	61 61 14	34 34 25					
> Davies, Henry	1 1 40	51 51 31	45 45 4					
Deak, Ryan	1 1 40	52 52 29	29 29 34					
Do, Alissa	2 2 38	53 53 25	28 28 37					
Donovan, Nicky	3 3 36	65 65 12	29 29 34					
Farrell, Joshua	6 6 17	53 53 25	30 30 33					
Gardner, Angela	5 5 24	46 46 36	33 33 28					
Hammond, Nai	4 4 31	30 30 39	27 27 38					
Hanson, Jane	7 7 12	21 21 40	39 39 19					
Hayes, Calum	9 9 1	60 60 15	45 45 4					
> Homewood, Bradley	6 6 17	50 50 32	45 45 4					

# Markbook Tasks - Spreadsheet for Course

This can also be exported to Excel or print. Click Done when finished.



#### **Markbook Tasks - Print**



Denbigh Demonstration School

MarkBook Results for Half Yearly Exam

		2EA	10544	10545	10540			Statis	 
Task Ma	Classes: 1 rked out of: 5	2EA1, 12EA3 0	, IZEA4	IZEA5,	12EA6		Avg StDev	40.0 6.8	 25.0 50.0
Ass		Ved, 2 May 20 hu, 31 May 2	012		Rank	Rank			
Class	Student Name		Mark Raw	Mark Scaled		Rank in Class	Comme	nt	
12EA6	Al Ghardaqa, Na	ncy	43	86	12/39	5/10			
12EA5	Allnutt, Andrea		44	88	11/39	1/5			
12EA4	Anderson, Alexia		26	52	38/39	9/10			
12EA5	Bhargava, Rahul		41	82	20/39	2/5			
12EA1	Bishop, Shriya		49	98	2/39	1/6			
12EA6	Cameron, Jessic	a	46	92	7/39	3/10			
12EA3	Ciccarone, Suye	on	43	86	12/39	5/8			
12EA1	Davies, Henry		46	92	7/39	2/6			
12EA4	Deak, Ryan		25	50	39/39	10/10			
12EA6	Do, Alissa		33	66	33/39	10/10			
12EA5	Donovan, Nicky		27	54	37/39	5/5			
12EA4	Farrell, Joshua		35	70	30/39	6/10			
12EA4	Gardner, Angela		34	68	31/39	7/10			
12EA1	Hammond, Nai		33	66	33/39	5/6			
12EA3	Hanson, Jane		48	96	5/39	2/8			
12EA6	Hayes, Calum		40	80	23/39	8/10			
12EA4	Homewood, Brad	lley	41	82	20/39	3/10			
12EA3	Hunter, Herorge		50	100	1/39	1/8			
12EA4	Johnson, Kieren		28	56	35/39	8/10			
12EA3	Knox, Annie		46	92	7/39	4/8			
12EA5	Macintyre, Sweth	a	39	78	26/39	3/5			
12EA4	MacLellan, Steph	nanie	42	84	17/39	2/10			
12EA1	McCulloch, Rosa	nna	36	72	29/39	4/6			
12EA1	Meyer, Edward		28	56	35/39	6/6			
12EA6	Nisbet, Bruce		46	92	7/39	3/10			
12EA4	Noble, Hannah		40	80	23/39	4/10			
12EA6	Parsons, Simmi		34	68	31/39	9/10			
12EA3	Pascoe, Paul		42	84	17/39	6/8			
12EA5	Peters, Natasha		39	78	26/39	3/5			
12EA6	Roberts, Vivien		42	84	17/39	7/10			
12EA3	Robertson, Roop	am	47	94	6/39	3/8			

Number of students: 39

12EA4 Stoya, Harley

as at 2/07/2012

#### Task Print layout.

# Markbook Task - Export

Main MarkBook Print Menu Menu	Print inc Group Results	Export to Excel	se the 'Tab' key on the se the 'Enter' key on yo	keyboard to progress our keypad to progress	ACROSS to the next tas DOWN to the next stud	ik Jent		Current Staff Details
<< Prev 8 Tasks			Markbo	ok for 12E	A			Next 8 Tasks >>
	Task 1	Task 2	Task 3	Task 4	Task 5	Task 6	Task	Task
Prev Next Task Name	Macbeth	Shakespear Essay	Half Yearly Exam	Prelimiary Assessment	Trial Exam	Final Assessment		
Out Of	10	70	50	80	50	100		
Avg / Target Avg / Min	5.7 1	55.1 6	37.1 25					
StDev / Target StDev / Max	2.2 9	13.1 70	6.8 49					
Student Name	Raw Scaled Rank	Raw Scaled Rank	Raw Scaled Rank	Raw Scaled Rank	Raw Scaled Rank	Raw Scaled Rank	Raw Scaled Rank	Raw Scaled Rank
> Al Ghardaqa, Nancy	8 8 4	69 69 2	41 41 15					
> Allnutt, Andrea	7 7 12	68 68 4	40 40 16					

43 86 12/39 1/10

Click to Export the Spreadsheet to Excel.



Prev Next	sk 1 Task 2	Task 3	Task 4	Task 5	Task 6	Task	Task
Next Task Name	eth spear Essay	fearly		max	ssessment		
		Export Records					
			s to File				
StDev / Target StDev / Max Student Name R	Save As: Untitled	d		~	d Rank	Raw Scaled Rank	Raw Scaled Rank
Al Ghardaqa, Nancy Allnutt, Andrea	Where: 🛅 Doo	cuments		0			
Anderson, Alexia	Type: After saving:	Tab-Separated Automatically Create email	open file	<b>o</b> ttachment			
Davies, Henry Deak, Ryan				Cancel	ave		

Once the "export" button has been clicked a pop up box appears, which allows you to edit the name and destination of data. After you have finished editing click save.

#### Markbook Task - Export to Excel

	w as Spreadsheet Search for D	elete Fask Print Export Tas to Excel	Task Cre You are	Task ID: 1210 eator: John Denbigh logged in as : DENJ	Outcome Bank Classes	Current Staff Students Details
		Markboo	k Tasks			
12 12EA Academic Year Course Code C	Half Yearl Class Code Task Name	ly Exam	2 S Task #	Suggest 50 Out Of	12EA3	Ms V Grierson   Mrs J Grierson
2012 2 En Assessment Year Assessment Term Fact	glish ultv	2/05/2012 Assignment Date Select Records to	31/05/2012 Due Date Export		12EA5	Mrs A Holmes Ms J Harry Mrs R Lam
Exam Scale Marks  Reporting Period Status No current report available.	Do you wish to e	export the results four	or only the selecte		Class teache lev 6.8 lax 50	rs in this Task
Admin Stu Sort Students by: Name O Ran Student Name			All Sel	ected	comes	
Al Ghardaqa, Nancy	12010 13			9 10 12,39		<u>n</u>

Choose to export all students or just the selected classes.

### Markbook Tasks - Excel Export

0	A	В	C	D	E	F	G	н		1	
ĭ	Student ID	Student Name						Rank In Class Out	Of Rank In Task	Rank In Tar	sk Out Of
2	101276	Al Ghardaga, Nancy	12EA6	43	50	86			10 12		39
3	100938	Allnutt, Andrea	12EA5	44	50	88	1		5 11		39
4		Anderson, Alexia	12EA4	26	50	52	9		10 38		39
5	106745	Bhargava, Rahul	12EA5	41	50	82	2		5 20		39
	105516	Bishop, Shriya	12EA1	49	50	98			6 2		39
7	100171	Cameron, Jessica	12EA6	46	50	92	3		10 7		39
8	100501	Ciccarone, Suyeon	12EA3	43	50	86	5		8 12		39
	100799	Davles, Henry	12EA1	46	50	92			6 7		39
0	100025	Deak, Ryan	12EA4	25	50	50	10		10 39		39
11	100283	Do, Alissa	12EA6	33	50	66	10		10 33		39
	106382	Donovan, Nicky	12EA5	27	50	54			5 37		39
		Farrell, Joshua	12EA4	35	50	70			10 30		39
4	100545	Gardner, Angela	12EA4	34	50	68	7		10 31		39
	100876	Hammond, Nai	12EA1	33	50	66			6 33		39
		Hanson, Jane	12EA3	48	50	96			8 5		39
	100897	Hayes, Calum	12EA6	40	50	80			10 23		39
		Homewood, Bradley	12EA4	41	50	82			10 20		39
		Hunter, Herorge	12EA3	50	50	100			8 1		39
	100058	Johnson, Kieren	12EA4	28	50	56			10 35		39
	100607	Knox, Annie	12EA3	46	50	92			8 7		39
	100152	Macintyre, Swetha	12EA5	39	50	78			5 26		39
	100600	MacLellan, Stephanie	12EA4	42	50	84			10 17		39
	100725	McCulloch, Rosanna	12EA1	36	50	72			6 29		39
	100627	Meyer, Edward	12EA1	28	50	56			6 35		39
	104294	Nisbet, Bruce	12EA6	46	50	92			10 7		39
	100927	Noble, Hannah	12EA4	40	50	80			10 23		39
	101284	Parsons, Simmi	12EA6	34	50	68			10 31		39
	105353	Pascoe, Paul	12EA3	42	50	84			8 17		39
	100495	Peters, Natasha	12EA5	39	50	78			5 26		39
	100686	Roberts, Vivien	12EA6	42	50	84			10 17		39
	101011	Robertson, Roopam	12EA3	47	50	94			8 6		39
	100915	Stoya, Harley	12EA4	43	50	86			10 12		39
		Tedeschi, Vanessa	12EA6	43	50	86			10 12		39
	104905	Thomson, Hannah	12EA6	49	50	98			10 2		39
	101214	Thorne, Rachel	12EA1	43	50	86			6 12		39
		Tridgell, Stephen	12EA4	40	50	80			10 23		39
	101257	Triglia, Connie	12EA6	49	50	98			10 2		39
	106724	Wallner, Holly	12EA3	41	50	82			8 20		39
10	100023	Worrell, Cameron	12EA3	38	50	76	8		8 28		39

Excel spreadsheet for a task.



# Markbook Tasks - Assign Marks to Student's Reports

12	12EA		Half Yearly	Exam	2	Suggest	50	0	hange	12EA1	Ms V Grierson
cademic Year	Course Code	Class Code	Task Name		Task #		Out	Df		12EA3	Mrs J Grierson
2012	2	English		2/05/2012	31/05/2012	-				12EA4	Mrs A Holmes
ssessment Year	Assessment Term			Assignment Date	Due Date					12EA5	Ms J Harry
											Mrs R Lam
ixam 🖂 🛛 Sci	ale Marks 🗌	ר				Task Avg	Stati		6.8	12EA6 Class teac	hers in this Task
ixam 🛛 Sci eporting Period St Gemester One 201	tatus					Task Avg Min	40.0	stics StDev Max			

Ensure there is a reporting period for this Course.

		O Francisco	** Click the 'E' button to estimate a mark for a student. Enter the marks for all other students first. The estimation will be based upon the
Assign to Student's Reports	O Course Mark O Class Mark Marks Destination	C Exam Mark	and the student earned in previous tasks in this course. If this is the first task for the course, the computer will be unable to estimate a mark accurately.
Last posted to Reports by at			Last recalculated by: John Denbigh at 2/07/2012 2:23:06 PM
Markbook Tasks			DENBIGH DEMONSTRATION SCHOOL

Check the type of marks and click to assign to the Student's Reports.

# Markbook Tasks - Assign Marks to Reports

Main Back MarkBook Menu	View as List for Course	Search for Task	Print	Export Task to Excel			Task ID: 12 Creator: Joh are logged in	n Denbig			s Current Students	Staff Details
			Ma	arkbook	Task	S						
12 12EA Academic Year Course Code	Class Code	Half Yearly Ex Task Name		15		sk #	Suggest	50 Out Of	Change	12EA3	Ms V Grierson Mrs J Grierson Mrs A Holmes	*
2012 2 Assessment Year Assessment Term Exam X Scale Marks	Faculty		ionment ( V		1/05/2012 e Date		J	ie	cs	12EA6	Ms J Harry Mrs R Lam ers in this Task	-
Reporting Period Status Semester One 2012		u sure you wis the current re				o the I	Exam Mai	rk	StDev 6.8 Max 50			
Admin Sort Students by:  Name	Stuc Ran								Dutcomes	<u> </u>	Documen	ts
Student Name				Ca	ncel		Yes		Comment	Recalcula	ate Rapio	Entry
Al Ghardaqa, Nancy	12600		50	یے: کے ت		-15	5/10	90,24				
Allnutt, Andrea	12EA5	44	50	🗆 🖪 🗌	88	44	1/5	11/39				
Anderson, Alexia	12EA4	26	50		52	26	9/10	38/39				1
Bhargava, Rahul	12EA5	41	50	🗆 🖪 🔲	82	41	2/5	20/39				
Bishop, Shriya	12EA1	49	50		98	49	1/6	2/39				0
A Comment Junior	10040	( AC )	50		00	40	2/10	7/20				····

Click yes to add Exam marks for current reports.



# Markbook Tasks - Assigning Marks to Reports

Main Back Classes Curre Studen	ent Staff Details			
2		MarkBook Menu		
	000	Mess	sage	
MarkBook Tasks	Done			
New Markboo Task			ОК	
Import Markbo Tasks from Spreadsheet		Archive	Add Tasks to Calendar	
Markbook Menu	M Adr			

Click Ok.

Reports         Back. Select Class Print Class         Hde Menu         Marks Only         Comments Outcomes Only         Show         Show         Show         Comment Outcomes         Course		
Class Reports for 12EA3 - English Advanced - Mrs J	Grierson	< 🔾 🛇
III Name	Course Exam Mark Mark	
Hanson, Jane	96	
Learning Outcomes	Grade	
Demonstrates the ability to analyse ideas and language techniques in poetry and in a variety of texts related to Journeys.	<b>^</b>	
Demonstrates the ability to analyse critically Shakespeare's King Lear for its literary values, for different readings and for the ways different		
Expresses critical and interpretative responses to texts in a variety of modes including in the extended essay and spoken forms.		
Writes imaginative responses including those which relate to journeys or are adapted from another text.		
Personal Profile	Grade	
Contributes effectively to tasks associated with house time.	<b>▲</b>	Reset outcomes for
Fuifis House responsibilities.		this student this class
		Incomplete Report
	-	
Comments	Comment #	
	Insert	
	Name	

Marks added to reports.



# Markbook Groups - New Group

Main Back Classes Current Students	Staff Details	
2	MarkBook Menu	
MarkBook Tasks	MarkBook Groups	MarkBook Print Menu
New Markbook Task	New MarkBook Group	Assessment Calendar
Import Markbook Tasks from Spreadsheet		Add Tasks to Calendar

Click to create a new Markbook Group to group tasks.

Main Back MarkBook Menu	Search for Delete Group Print	Export to Excel				Classes Current Students Details
		Mark	book Groups			
2012 2 Assessment Year Assessment Terr		Preliminary Mar Group Name	ks	Engl		Group ID: 326 Group Creator: John Denbigi You are logged in as : DEN
Exam Scale Marks				Stat	stics	Gradings
				Task Avg	StDev	Grade by: Mark ORank
Reporting Period Status Semester One 2012				Min	Max	A B C D E
Tasks Contril	buting to Group	Co	mposite Student Results	;	r	Student Task Results
Sort Students by: Name	O Rank					
Student Name	Class	Mark Mark Scaled	Grade Class Rank	Task Rank	Comment	
						<u>*</u>

Add the Assessment Term (if required), Academic Year, Course Code and the Group Name.

# Markbook Groups - Adding Tasks to a Group

Main Back MarkBook Search for Delete Group Print Expon			Staff Details
	Markbook Groups		
Assessment Year Assessment Term Academic Year Course Code Gro	reliminary Marks oup Name	English Group Faculty You are logged in a	
Exam Scale Marks		Statistics Gradings	
	Task Avg	StDev Grade by:  Mark O Ran	k
Reporting Period Status Semester One 2012	Min	Max A B C D	E
Tasks Contributing to Group	Composite Student Results	Student Task Results	
Note: all tasks will have their marks scaled to percentages for integration Task Weightings MUST and up to 100.	n into the group. Total of Weightin	ngs: Add Task	
Task Name	Course Code StDev Average Out Of	Task Weighting # Students	╤┦



Click on Tasks Contributing to a Group then "Add Task".

### Markbook Groups - Add Task

Main Menu	MarkBook Menu		Ins	tructi	ons:	<ol> <li>Enter Academic 1</li> <li>Enter part of the</li> <li>press TAB to filte</li> <li>Click the checkbo</li> </ol>	r Faculties as required 'ear as required then name of the task you r the list, then w next to the desired tasks selected, click C	are searc task to Se		en			
						Markbook	Tasks Sele	ectio	n				
	Adminis Co-Curr Comput	icular	Creativ English	1	HSIE	Music PDHPE	Primary School Religion Science	Spec					
Assessr	nent Yea	r 2012	2	1	Academic Year				Task Nar	ne Al			All
Course	Code	Class C	ode	Task N	ame				Task No	Year	Assignment Date	Due Date	
12EA				Shakes	pear Essay				1	12	28/02/2012	3/03/2012	-
🛛 12EA				Half Ye	arly Exam				2	12	2/05/2012	31/05/2012	
12EA				Prelimi	ary Assessment				3	12	2/05/2012	31/05/2012	
12EA				Trial Ex	kam				4	12	2/08/2012	2/08/2012	
12EA				Final A	ssessment				5	12	15/08/2012	15/08/2012	
										_		Conti	nue

Click on the task to contribute to the course Group, then click "Continue".

# Markbook Groups - Adding Weighting

012 2 12 12E	6	larkbool	Groups	•	English	-			Group
sessment Year Assessment Term Academic Year Cours		y Hurko			Faculty		Grouj You	o Creato are log	or: John I ged in as
am 🗌 Scale Marks 🗌					Statistics		(	Grading	js
				Task Avg	StDev	Grad	le by: 🔘	Mark	() Rank
porting Period Status				Min	Max	1	A B	C	D
emester One 2012									
Tasks Contributing to Group		Composite	Student Resu	ults	1 Y	Student	Task R	esults	
Note: all tasks will have their marks scaled to percentag Task Weightings MUST add up to 100.	ges for integration into the gro	up.	т	otal of Weightin	ngs:				
Task Name	Course Co	ode StDev	Average	Out Of	Task Weighting	# Students		Add	Task
			-	70					1
Shakespear Essay	12EA	9.7	54.2			39			
⇒ Shakespear Essay ⇒ Half Yearly Exam	12EA 12EA	9.7	40.0	50		39			1
> Half Yearly Exam									1
Half Yearly Exam	12EA	6.8	40.0	50		39			
	12EA	6.8	40.0	50		39			
Half Yearly Exam	12EA	6.8	40.0	50		39			
Half Yearly Exam	12EA	6.8	40.0	50		39			
> Half Yearly Exam	12EA	6.8	40.0	50		39			
Half Yearly Exam	12EA	6.8	40.0	50		39			
Half Yearly Exam	12EA	6.8	40.0	50		39			
> Half Yearly Exam	12EA	6.8	40.0	50		39			

Add the Task Weightings for each task. Weightings must equal 100.

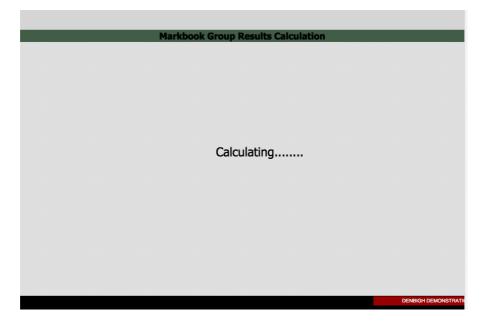


# Markbook Groups - Weighting

12 2 12 12EA essment Year Assessment Term Academic Year Course C	Preliminary Ma ode Group Name		Groups	1	English aculty		Group You a	Creato are log	Group ID r: John Der ged in as : I
am 🗌 Scale Marks 🗌					Statistics		G	rading	s
				Task Avg	StDev	Grad	e by: 🔘 I	Mark	ORank
porting Period Status				Min	Max	1	АВ	с	DE
mester One 2012							1		
Tasks Contributing to Group	C	omposite	Student Task Results						
Note: all tasks will have their marks scaled to percentages a Task Weightings MUST add up to 100.	for integration into the group. Course Code	StDev	Average	otal of Weighting Out Of	s: <b>100</b> Task Weighting	# tudents		Add	Task
> Shakespear Essay	12EA	9.7	54.2	70	20	39			Ŭ
> Half Yearly Exam	12EA	6.8	40.0	50	30	39			Ŭ
> Prelimiary Assessment	12EA	14.4	84.5	100	50	39			Ū
			- L			)			

Weightings must equal 100. Click to "Calculate Results".

# Markbook Groups - Calculating Group



Calculating Group.



# Markbook Groups - Composite Student Results

ain Back MarkBook Search	h for Delete Print	×1.5							Sta
in Back MarkBook Search nu Menu Gro	h for Delete Print up Group	Export 1 Excel	•					Classes Current Students	Det
			Marki	book G	iroups				
12 2 12	12EA		iminary Mark	5		Englis	h	Group Creator: Jo	oup ID hn De
essment Year Assessment Term Acade	mic Year Course Code	Group	Name			Faculty		You are logged i	n as :
am 🗌 Scale Marks 🗌						Statis	tics	Gradings	
						Task Avg 80.6	StDev 11.3	Grade by: Mark OF	lank
orting Period Status						Min 41.6	Max 96.1	ABCD	E
mester One 2012									_
Tasks Contributing	to Group	Ľ	Com	posite Stu	dent Results	, (	St	tudent Task Results	
rt Students by: 🔘 Name 🛛 Ran	k l								
Student Name	Cass	Mark	Mark Scaled	Grade	Class Rank	Task Rank	Comment		
Hanson, Jane	12EA3	96.1	96.1	A	1/8	1/39			Ū
Bishop, Shriya	12EA1	93.3	93.3	A	1/6	2/39			Ū
Triglia, Connie	12EA6	92.1	92.1	A	1/10	3/39			Û
Al Ghardaga, Nancy	12EA6	92.0	92.0	Α	2/10	4/39			Ū
Allnutt, Andrea	12EA5	91.4	91.4	Α	1/5	5/39			Ū
Hunter, Herorge	12EA3	91.3	91.3	Α	2/8	6/39			Ū
Thomson, Hannah	12EA6	90.7	90.7	Α	3/10	7/39			Ū
Thome, Rachel	12EA1	90.7	90.7	A	2/6	8/39			Ū
Bhargava, Rahul	12EA5	89.8	89.8	A	2/5	9/39			Ū
Tridgell, Stephen	12EA4	88.8	88.8	A	1/10	10/39			Ū
Knox, Annie	12EA3	87.7	87.7	A	3/8	11/39			Ū
Macintyre, Swetha	12EA5	86.5	86.5	A	3/5	12/39			Ū
Ciccarone, Suyeon	12EA3	86.5	86.5	A	4/8	13/39			Ū
Hayes, Calum	12EA6	85.7	85.7	A	4/10	14/39			Ū
P Tedeschi, Vanessa	12EA6	85.0	85.0	A	5/10	15/39			Ū
Stoya, Harley	12EA4	84.6	84.6	A	2/10	16/39			Ū
Nisbet, Bruce	12EA6	83.4	83.4	A	6/10	17/39			1
Do, Alissa	12EA6	82.8 82.4	82.8	A	7/10	18/39			0
Noble, Hannah	12EA4	82.4	82.4	A A	3/10 5/8	19/39 20/39			- 0
Pascoe, Paul	12EA3	82.2	82.2	A A					- 0
Gardner, Angela	12EA3	81.8	81.8	A .	6/8 4/10	21/39 22/39			- 0
Worrell, Cameron	12EA4	81.5	81.5	A	7/8	22/39			- 0
Johnson, Kieren	12EA3	81.5	81.0	A	5/10	23/39			- 0
Homewood, Bradley	12EA4	80.2	80.2	A	6/10	25/39			- 0
Parsons, Simmi	12EA6	79.5	79.5	A	8/10	26/39			- 0
McCulloch, Rosanna	12EA0	78.6	78.6	A	3/6	27/39	-		- 0
Meyer, Edward	12EA1	77.4	77.4	A	4/6	28/39	· · · · ·		- 0
Peters, Natasha	12EA5	76.5	76.5	A	4/5	29/39			- 0
Cameron, Jessica	12EA6	76.0	76.0	A	9/10	30/39			Ū
> Hammond, Nai	12EA1	75.4	75.4	A	5/6	31/39			Ū
MacLellan, Stephanie	12EA4	75.1	75.1	A	7/10	32/39			Ū
Roberts, Vivien	12EA6	74.3	74.3	A	10/10	33/39			Ū
Wallner, Holly	12EA3	70.7	70.7	Α	8/8	34/39			Ū
Deak, Ryan	12EA4	68.6	68.6	Α	8/10	35/39			Ū
Anderson, Alexia	12EA4	67.7	67.7	Α	9/10	36/39			Ū
Farrell, Joshua	12EA4	66.6	66.6	Α	10/10	37/39			Ū
Donovan, Nicky	12EA5	47.5	47.5	Α	5/5	38/39			Ū
Davies, Henry	12EA1	41.6	41.6	Α	6/6	39/39			Ū
Assign to Student's Reports	e Mark O Exam Mark							Calculate Re	

Sort Results by Name or Rank.



	1-		[		Markbook G	Toupo								
2012	2	12	12EA		inary Marks		Engli			Gi	oup C	reato	r: John	p ID: 3 Denb
		rm Academic Year	Course Code	Group Na	me		Faculty				You ar	e log	ged in	as : Di
ixam 🗌	Scale Marks	1					Stati	stics			Gra	ding	s	
						Task Avg			11.3	Grade by:				nk
teporting Perio	d Oat in					Min	41.6	Max	96.1	A	в	с	D	Е
Semester One	2012									20	20	20	20	20
	Tasks Contr	ibuting to Grou	ıp	Y	Composite Stud	lent Results			S	tudent Task	Res	ults		
			\$	-										
			Es	Exam										
			ie d	arly	A men									
			Shakespear Essay	Half Yearly	Prelimiary Assessment									
Student Na			55 61	포 43	£ ₹ 97.5									-
Al Ghard Allnutt, A			61 70	43	97.5									_
Andersor			60	26	70									
Anderson			64	41	93.8									_
<ul> <li>Bishop, 9</li> </ul>			53	41	97.5									
Cameron			47	46	70									
Cameron Ciccaron			47	43	98								_	
Davies, H			49	46	50									
Deak, Ry			65	25	70									
Do, Aliss			63	33	90									
Donovan			59	27	28.8									
Farrell, J			61	35	56.3									
			68	34	83.8									
➡ Hammon			44	33	86									
➡ Hanson,			65	48	97.5									
			62	40	88									
	od, Bradley		48	41	83.8									
			44	50	97.5									
Johnson,	-		56	28	96.3									
Knox, An			58	46	87									
Macintyn			67	39	88									
	in, Stephanie		52	42	70									
	ch, Rosanna		66	36	76.3									
¢ Meyer, E	dward		51	28	92									
¢ Nisbet, B	Bruce		50	46	83									
♦ Noble, H	lannah		38	40	95									
	Simmi		69	34	78.8									
	Paul		42	42	90									
Peters, N	Natasha		37	39	85									
Roberts,	Vivien		47	42	71.3									
	on, Roopam		65	47	70									
🕈 Stoya, H			44	43	92.5							_		
Tedeschi			48	43	91									
Thomson			43	49	98									
Thorne,			52	43	100									
¢ Tridgell,			56	40	97.5									
¢ Triglia, C			48	49	98									
♥ Wallner,			39	41	70									
♥ Worrell,	Cameron		61	38	82.5									

# Markbook Groups - Student Task Results

Displays the task that contributes to the course. Note in this example Henry Davies did not have a mark for the Preliminary Assessment mark (Mark was excluded).



### Markbook Groups - Grades by Mark

ain Back MarkBook Search for enu Menu Group	Delete Print Group	t Export t Excel				_	_	Classes Current Students	Staff Detail
12 2 12	12FA	Brol	Marki iminary Mark		Groups	English		Gro	oup ID:
essment Year Assessment Term Academic Y				5		Faculty	1	Group Creator: Joh You are logged in	hn Deni
am Scale Marks									
						Statist		Gradings	
						ask Avg 80.6 Min 41.6	StDev 11.3 Max 96.1	Grade by: Mark OR	F
mester One 2012								20 20 30 20	10
Tasks Contributing to G	iroup		Com	posite Stu	dent Results	Y	Stu	dent Task Results	
ort Students by: O Name  Rank						L			
Student Name	Class	Mark	Mark Scaled	Grade	Class Rank	Task Rank	Comment		
Hanson, Jane	12EA3	96.1	96.1	Α	1/8	1/39			1
Bishop, Shriya	12EA1	93.3	93.3	Α	1/6	2/39			Ū
> Triglia, Connie	12EA6	92.1	92.1	Α	1/10	3/39			Û
Al Ghardaqa, Nancy	12EA6	92.0	92.0	Α	2/10	4/39			Ū
Allnutt, Andrea	12EA5	91.4	91.4	A	1/5	5/39			Û
Hunter, Herorge	12EA3	91.3	91.3	Α	2/8	6/39			Ū
Thomson, Hannah	12EA6	90.7	90.7	Α	3/10	7/39			Ū
Thorne, Rachel	12EA1	90.7	90.7	Α	2/6	8/39			Ū
> Bhargava, Rahul	12EA5	89.8	89.8	Α	2/5	9/39			Ū
Tridgell, Stephen	12EA4	88.8	88.8	Α	1/10	10/39			Ū
Knox, Annie	12EA3	87.7	87.7	Α	3/8	11/39			Ū
Macintyre, Swetha	12EA5	86.5	86.5	Α	3/5	12/39			Ū
Ciccarone, Suyeon	12EA3	86.5	86.5	Α	4/8	13/39	í.		Ū
Hayes, Calum	12EA6	85.7	85.7	А	4/10	14/39			Ū
Tedeschi, Vanessa	12EA6	85.0	85.0	Α	5/10	15/39	i		Ū
Stoya, Harley	12EA4	84.6	84.6	Α	2/10	16/39			Ū
Nisbet, Bruce	12EA6	83.4	83.4	Α	6/10	17/39			Ū.
Do, Alissa	12EA6	82.8	82.8	Α	7/10	18/39			Ū
Noble, Hannah	12EA4	82.4	82.4	Α	3/10	19/39	í.		1
> Pascoe, Paul	12EA3	82.2	82.2	А	5/8	20/39			Ū
Robertson, Roopam	12EA3	81.8	81.8	A	6/8	21/39			Ū
> Gardner, Angela	12EA4	81.7	81.7	A	4/10	22/39			- <b>D</b>
Worrell, Cameron	12EA3	81.5	81.5	A	7/8	23/39	-		Ū.
Johnson, Kieren	12EA4	81.0	81.0	A	5/10	24/39			- <u>u</u>
Homewood, Bradley	12EA4	80.2	80.2	A	6/10	25/39			Ū
Parsons, Simmi	12EA6	79.5	79.5	В	8/10	26/39			- <b>D</b>
McCulloch, Rosanna	12EA1	78.6	78.6	B	3/6	27/39			- 0
Meyer, Edward	12EA1	77.4	77.4	В	4/6	28/39			1
Peters, Natasha	12EA5	76.5	76.5	В	4/5	29/39			- 0
Cameron, Jessica	12EA6	76.0	76.0	В	9/10	30/39			- Ū
Hammond, Nai	12EA1	75.4	75.4	В	5/6	31/39			- <b>D</b>
MacLellan, Stephanie	12EA4	75.1	75.1	В	7/10	32/39			- <b>D</b>
Roberts, Vivien	12EA6	74.3	74.3	B	10/10	33/39			Ū
Wallner, Holly	12EA3	70.7	70.7	В	8/8	34/39			Ū
Deak, Ryan	12EA4	68.6	68.6	В	8/10	35/39			Ū
Anderson, Alexia	12EA4	67.7	67.7	В	9/10	36/39			Ū
Farrell, Joshua	12EA4	66.6	66.6	В	10/10	37/39			Ū
> Donovan, Nicky	12EA5	47.5	47.5	С	5/5	38/39			Ū
> Davies, Henry	12EA1	41.6	41.6	с	6/6	39/39			Ū.
Accian to Ourse Ma		_							

When grading by Mark, as the example shows, students that get a mark A have a Mark that is the top 20% eg 100 to 80. Students that get a B have a mark in the next 20% eg 79 to 60. Students that get a C have a mark in the next 20% 59 to 40. Students that get a D have a mark in the next 20% eg 39 to 20 and E 29 to 0.



2 12 ssessment Year Assessment Term Acader	12EA mic Year Course Code	Group	iminary Marks Name			Englis Faculty		G	oup Creato You are log	or: John Der gged in as : I
xam 🔲 Scale Marks 🗌						Statis	tics		Grading	gs
						Task Avg 80.6	StDev 11.3	Grade by:	O Mark	Rank
eporting Period Status						Min 41.6	Max 96.1	Α	B C	DE
Gemester One 2012										20 20
Tasks Contributing	to Group		Compo	osite Stu	dent Results	; [		Student Task	Results	
Sort Students by: 🔘 Name 🔘 Ranl	k									
Student Name	Class	Mark	Mark Scaled	Grade	Class Rank	Task Rank	Comment			
Hanson, Jane	12EA3	96.1	96.1	Α	1/8	1/39				
Bishop, Shriya	12EA1	93.3	93.3	Α	1/6	2/39				Ū
Triglia, Connie	12EA6	92.1	92.1	Α	1/10	3/39				
Al Ghardaga, Nancy	12EA6	92.0	92.0	Α	2/10	4/39				<b></b>
Allnutt, Andrea	12EA5	91.4	91.4	Α	1/5	5/39				1
C Hunter, Herorge	12EA3	91.3	91.3	Α	2/8	6/39				Ū
C Thomson, Hannah	12EA6	90.7	90.7	Α	3/10	7/39				Ū
C Thorne, Rachel	12EA1	90.7	90.7	Α	2/6	8/39				Ū
Bhargava, Rahul	12EA5	89.8	89.8	В	2/5	9/39				Ū
Tridgell, Stephen	12EA4	88.8	88.8	В	1/10	10/39				Ū
Knox, Annie	12EA3	87.7	87.7	В	3/8	11/39				Ū
Macintyre, Swetha	12EA5	86.5	86.5	В	3/5	12/39				Ū
Ciccarone, Suyeon	12EA3	86.5	86.5	В	4/8	13/39				Ū
Hayes, Calum	12EA6	85.7	85.7	В	4/10	14/39				Ū
Tedeschi, Vanessa	12EA6	85.0	85.0	В	5/10	15/39				1
Stoya, Harley	12EA4	84.6	84.6	В	2/10	16/39				Ū
Nisbet, Bruce	12EA6	83.4	83.4	С	6/10	17/39				Ū
Do, Alissa	12EA6	82.8	82.8	С	7/10	18/39				Ū
Noble, Hannah	12EA4	82.4	82.4	С	3/10	19/39				Ū
Pascoe, Paul	12EA3	82.2	82.2	С	5/8	20/39				Ū
Robertson, Roopam	12EA3	81.8	81.8	С	6/8	21/39				1
Gardner, Angela	12EA4	81.7	81.7	С	4/10	22/39				Ū
Worrell, Cameron	12EA3	81.5	81.5	С	7/8	23/39				1
Johnson, Kieren	12EA4	81.0	81.0	С	5/10	24/39				1
Homewood, Bradley	12EA4	80.2	80.2	D	6/10	25/39				Ū
Parsons, Simmi	12EA6	79.5	79.5	D	8/10	26/39				Ū
McCulloch, Rosanna	12EA1	78.6	78.6	D	3/6	27/39				Ū
Meyer, Edward	12EA1	77.4	77.4	D	4/6	28/39				Ū
Peters, Natasha	12EA5	76.5	76.5	D	4/5	29/39				Ū
Cameron, Jessica	12EA6	76.0	76.0	D	9/10	30/39				Ū
Hammond, Nai	12EA1	75.4	75.4	D	5/6	31/39				1
MacLellan, Stephanie	12EA4	75.1	75.1	D	7/10	32/39				Ū.
Roberts, Vivien	12EA6	74.3	74.3	Е	10/10	33/39				Ū
Wallner, Holly	12EA3	70.7	70.7	Е	8/8	34/39				Ū
¢ Deak, Ryan	12EA4	68.6	68.6	Е	8/10	35/39				Ū
Anderson, Alexia	12EA4	67.7	67.7	Е	9/10	36/39				Ū
Farrell, Joshua	12EA4	66.6	66.6	Е	10/10	37/39				Ū
Donovan, Nicky	12EA5	47.5	47.5	Е	5/5	38/39				Ū
Davies, Henry	12EA1	41.6	41.6	Е	6/6	39/39				Ū
Assign to	e Mark O Exam Mark							Г		
Student's Reports									Calculat	te Results

# Markbook Groups - Grades by Rank

When grading by Rank, as the example shows, grades are divided by the total ranks.



# Markbook Groups - Export to excel

0	0 0	🗟 Group Marks Preli	minary Marks.xlsx
2		li 🖡 💰 🕼	• 🖸 • 🔰 · 🗛 🛣
Nev	Open Save Print Import	Copy Paste Format Unde	Redo AutoSum Sort A-Z Sort Z-A Gallery
Ver	dana 🔻 10 🔻	B I ⊻ ≡ ≡ ∃	■  \$A\$  \$ % J \$.0 00 00 00 00 00 00 00 00 00 00 00 00 0
	Sheet	s Charts Sma	rtArt Graphics WordArt
0	Α	В	C D
1	Student Name	Class Code	Mark Scaled stored
2	Al Ghardaga, Nancy	12EA6	91.97
3	Allnutt, Andrea	12EA5	91.4
4	Anderson, Alexia	12EA4	67.74
5	Bhargava, Rahul	12EA5	89.78
6	Bishop, Shriya	12EA1	93.29
7	Cameron, Jessica	12EA6	76.02
	Ciccarone, Suyeon	12EA3	86.52
9	Davies, Henry	12EA1	41.6
10	Deak, Ryan	12EA4	68.58
	Do, Alissa	12EA6	82.8
	Donovan, Nicky	12EA5	47,46
	Farrell, Joshua	12EA4	66.57
	Gardner, Angela	12EA4	81.72
	Hammond, Nai	12EA1	75.38
	Hanson, Jane	12EA3	96.13
	Hayes, Calum	12EA6	85.72
	Homewood, Bradley	12EA4	80.22
	Hunter, Herorge	12EA3	91.33
	Johnson, Kieren	12EA4	80.95
	Knox, Annie	12EA3	87.68
	Macintyre, Swetha	12EA5	86.54
	MacLellan, Stephanie	12EA4	75.06
	McCulloch, Rosanna	12EA1	78.61
	Meyer, Edward	12EA1	77.38
	Nisbet, Bruce	12EA6	83.38
	Noble, Hannah	12EA0	82.36
	Parsons, Simmi	12EA6	79.52
	Pascoe, Paul	12EA3	82.2
	Peters, Natasha	12EA5	76.48
	Robertson, Roopam	12EA3	81.78
	Roberts, Vivien	12EA6	74.27
	Stoya, Harley	12EA4	84.63
	Tedeschi, Vanessa	12EA6	85.02
	Thomson, Hannah	12EA6	90.68
	Thorne, Rachel	12EA0	90.66
	Tridgell, Stephen	12EA1	88.75
	Triglia, Connie	12EA4	92.12
	Wallner, Holly	12EA3	70.74
	Worrell, Cameron	12EA3	81.47
40	Horrely Cameron	12003	01.47
42			

#### Excel sheet export.

# **Markbook Groups - Print**

Main Back MarkBook Menu	Search for Del Group Group	ete oup	Export to Excel					Classes C St	urrent Sta Deta
				Markbook	Groups				
2012 2 ssessment Year Assessment Term	12 Academic Year	12EA Course Code	<b>Prelim</b> Group Na	inary Marks		English Faculty		Group Cre You are	Group ID: ator: John Den logged in as : I
xam 🗌 Scale Marks 🗌		-				Statistics		Grad	
Reporting Period Status Semester One 2012		ort by?		Message			Dev 11.3 Max 96.1	Grade by:  Mai A B C 20 20 20 20	k O Rank C D E 20 20 20
Tasks Contrib	outing ·						SI	udent Task Resu	ts
			Clas	s Rank	Mark Na	me			
Student Name		ۍ	문	E S		_			
Al Ghardaqa, Nancy		61	43	97.5					
Allnutt, Andrea		70	44	90					
Anderson, Alexia		60	26	70					

Choose to Print the Marks sorted by Class Rank, Course mark or Name.



Denbigh Demonstration School



MarkBook Results for Preliminary Marks

Course:	12EA					Statistics				
						Avg StDev	80.6 11.3	Min Max	41.6 96.1	
		Mark	Mark	Rank	Rank	0.000	11.5	max	30.1	
Class	Student Name	Raw	Scaled	in Task	in Clas	s Gra	de			
2EA1	Bishop, Shriya	93.3	93.3	2/39	1/6	A				
2EA1	Thorne, Rachel	90.7	90.7	8/39	2/6	A				
I2EA1	McCulloch, Rosanna	78.6	78.6	27/39	3/6	В				
I2EA1	Meyer, Edward	77.4	77.4	28/39	4/6	B				
I2EA1	Hammond, Nai	75.4	75.4	31/39	5/6	B				
I2EA1	Davies, Henry	41.6	41.6	39/39	6/6	C				
12EA3	Hanson, Jane	96.1	96.1	1/39	1/8	A				
2EA3	Hunter, Herorge	91.3	91.3	6/39	2/8	A				
I2EA3	Knox, Annie	87.7	87.7	11/39	3/8	A				
I2EA3	Ciccarone, Suyeon	86.5	86.5	13/39	4/8	A				
2EA3	Pascoe, Paul	82.2	82.2	20/39	5/8	A				
2EA3	Robertson, Roopam	81.8	81.8	21/39	6/8	A				
2EA3	Worrell, Cameron	81.5	81.5	23/39	7/8	A				
2EA3	Wallner, Holly	70.7	70.7	34/39	8/8	В				
2EA4	Tridgell, Stephen	88.8	88.8	10/39	1/10	A				
2EA4	Stoya, Harley	84.6	84.6	16/39	2/10	A				
2EA4	Noble, Hannah	82.4	82.4	19/39	3/10	A				
2EA4	Gardner, Angela	81.7	81.7	22/39	4/10	A				
2EA4	Johnson, Kieren	81.0	81.0	24/39	5/10	A				
2EA4	Homewood, Bradley	80.2	80.2	25/39	6/10	A				
2EA4	MacLellan, Stephanie	75.1	75.1	32/39	7/10	В				
2EA4	Deak, Ryan	68.6	68.6	35/39	8/10	В				
2EA4	Anderson, Alexia	67.7	67.7	36/39	9/10	В				
2EA4	Farrell, Joshua	66.6	66.6	37/39	10/10	В				
2EA5	Allnutt, Andrea	91.4	91.4	5/39	1/5	A				
2EA5	Bhargava, Rahul	89.8	89.8	9/39	2/5	A				
2EA5	Macintyre, Swetha	86.5	86.5	12/39	3/5	A				
2EA5	Peters, Natasha	76.5	76.5	29/39	4/5	В				
2EA5	Donovan, Nicky	47.5	47.5	38/39	5/5	C				
2EA6	Triglia, Connie	92.1	92.1	3/39	1/10	A				
2EA6	Al Ghardaga, Nancy	92.0	92.0	4/39	2/10	A				
2EA6	Thomson, Hannah	90.7	90.7	7/39	3/10	A				
2EA6	Hayes, Calum	85.7	85.7	14/39	4/10	A				
2EA6	Tedeschi, Vanessa	85.0	85.0	15/39	5/10	A				
2EA6	Nisbet, Bruce	83.4	83.4	17/39	6/10	A				
2EA6	Do, Alissa	82.8	82.8	18/39	7/10	A				
2EA6	Parsons, Simmi	79.5	79.5	26/39	8/10	В				
	tudents: 39					-				

Markbook Group - Sorted by Class Rank.



012 sessment Y	2 ear Assessment Terr	12 n Academic Y	12EA Year Course Code		liminary Mark	s		Englis	h	Gr	oup Creat	Group I or: John De	enbi
			Course Code	Group				, acuty		,	You are log	gged in as	DE
xam 🗌	Scale Marks							Statis	tics		Gradin	gs	
								Task Avg 80.6	StDev 11.3	Grade by:	Mark	ORank	
eporting Per	iod Status							Min 41.6	Max 96.1		вс	DE	
Semester On	e 2012									20	20 20	20 2	ð
	Tasks Contril	buting to G	aroup	<u> </u>	Com	posite Stu	dent Result	s Ì	St	udent Task	Results		
Sort Studen	ts by: O Name	Rank											
Student			Class	Mark	Mark Scaled	Grade	Class Rank	Task Rank	Comment				
Hansor			12EA3	96.1	96.1	A	1/8	1/39					I 🗅
Bishop,			12EA1	93.3	93.3	A	1/6	2/39					-
<ul> <li>Triglia,</li> </ul>			12EA6	92.1	92.1	A	1/10	3/39					
	daga, Nancy		12EA6	92.0	92.0	A	2/10	4/39					_
Allnutt,			12EA5	91.4	91.4	A	1/5	5/39					
Hunter,			12EA3	91.3	91.3	A	2/8	6/39					-
	on, Hannah		12EA6	90.7	90.7	Ā	3/10	7/39					
Thomas			12EA0	90.7	90.7	A	2/6	8/39					_
Control Con			12EA1	89.8	89.8	A .	2/5	9/39					- 1
	, Stephen		12EA3	88.8	88.8	A	1/10	10/39				ī	-
Mogel			12EA3	87.7	87.7	A	3/8	11/39				-	- 10
	vre, Swetha		12EA5	86.5	86.5	A	3/5	12/39				ī	-
	ne, Suyeon		12EA3	86.5	86.5	A	4/8	13/39				ī	- 10
			12EA5	85.7	85.7	A	4/10	14/39					-
	hi, Vanessa		12EA6	85.0	85.0	A	5/10	15/39					
Stoya,			12EA0	84.6	84.6	A	2/10	16/39					-
⇒ Stoya,   ⇒ Nisbet,			12EA6	83.4	83.4	A	6/10	17/39					
Do, Alis			12EA6	82.8	82.8	A	7/10	18/39					-
Noble,			12EA4	82.4	82.4	A	3/10	19/39					
			12EA3	82.2	82.2	A	5/8	20/39					_
	son, Roopam		12EA3	81.8	81.8	Ā	6/8	21/39	-				
			12EA4	81.7	81.7	A	4/10	22/39					-
	, Cameron		12EA3	81.5	81.5	A	7/8	23/39					-
Johnso			12EA3	81.0	81.0	A	5/10	24/39					_
	ood, Bradley		12EA4	80.2	80.2	A	6/10	25/39					
Parson:			12EA4	79.5	79.5	В	8/10	26/39					-
	s, simmi och, Rosanna		12EA0	79.5	79.5	B	3/6	26/39					н.,
Meyer,			12EA1	77.4	78.6	B	4/6	28/39					_
<ul> <li>Peters,</li> </ul>			12EA1 12EA5	76.5	76.5	B	4/5	28/39					н.,
	inatasna on, Jessica		12EA5	76.0	76.0	B	9/10	30/39					
♥ Camero ♥ Hammo			12EA0	75.4	75.4	B	5/6	31/39					
	an, Stephanie		12EA1	75.1	75.1	B	7/10	32/39					-
Roberts			12EA4	74.3	74.3	B	10/10	33/39					
♥ Wallner			12EA3	70.7	70.7	B	8/8	34/39					_
Deak, F			12EA3	68.6	68.6	в	8/10	35/39					
Anders			12EA4	67.7	67.7	в	9/10	36/39				ī	-
<ul> <li>Anders</li> <li>Farrell,</li> </ul>	•		12EA4	66.6	66.6	B	10/10	37/39				-	- 1
Parrell,			12EA4	47.5	47.5	c	5/5	38/39					-
A Davies	Lineau		10541	47.5	41.6	c	6/6	39/39					ч.
					41.0		0/0	25/25	-	_			Ŧ
	agn to	Course Ma		< 🗌							Calculat	te Results	
Studen		larks Destinat											

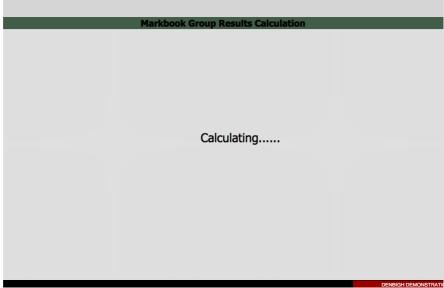
# Markbook Groups - Assigning Group Marks to Reports

When there is a reporting period, Click to course the marks to assign and Click to assign marks to reports.

					Mark	kbook G	iroups	5						
2012 Assessment Yea	2 ar Assessment Terr	12 Academic Ye	12EA ar Course Code		<b>minary Mar</b> <sub>Name</sub>	ks		-	nglish culty					Group ID: 32 tor: John Denbig ogged in as : DEN
Exam 🗌	Scale Marks							St	atistics	_			Gradi	ngs
		0	00		Wa	rning			1	Dev	11.3	Grade by:	Mark	ORank
Reporting Perio Semester One		_						the Course		Max	96.1	A 20	B C 20 20	D E 20 20
	Tasks Contril	outing	Mark field	in the cu	rrent repo	rts for the	ese class	es?	1			Student Task	Result	s
Sort Students	s by: O Name	🖲 Ranl												
Student N	ame					Can	el	Yes		òmn	nent			
Hanson,	Jane								- [					<u> </u>
Dishop, S	Shriya	_	12EA1	93.3	93.3	А	1/6	2/39	ſ					Ū
🗘 Triolia. (	Connie		12FA6	92.1	92.1	Α	1/10	3/39	Г					<b></b>

Click yes to confirm.





Marks are recalculated before being assigned to reports.

	Student Reports - Se	emester One 2012	
101270 Hanson     Student ID     Surname	Jane Preferred Name	12 Red 12.3	Current
Semester One 2012 Reporting Period	Semester One 2012 Report Title	Mrs K Robertson Mrs K Ro House Coordinator Tutor	bertson
Subject Comments and Marks	Subject Outcomes and Profiles Studer	t Involvement Report PDF's	Comment No's
Class Code Class Name	Teacher	Course Exam Mark Mark	
12EA3 English Advanced	Mrs J Grierson	96 96 -	
		Edt	

Marks assigned to report.

#### **Assessment Calendar**

Image: Constraint of the sector of		Outcome Classes Current Staff
Here Here	Assessment Calendar Selection	
	1. Required Assignment Date or Due Date Start Date 17/12/2012 End Date β1/12/2012	
	2. Optional Assessment Year  2012 Academic Year  12	
	3. Optional	
	Class or Course Class Course	
	Find and Print	
Markhook Calendar Selection		

Create an Assessment Calendar for Students.



	nent Calendar by <u>As<i>signment Date</i></u> 1 Jan 2012 - Mon, 31 Dec 2012
Year Course Code Class Code	Task Name
Tuesday, 28 February 2012	
Year 12 12AH	Ancient History Essay
Year 12 12EA	Shakespear Essay
Wednesday, 2 May 2012	
Year 12 12AH	AH Task 1
Year 12 12AH	Task 2
Year 12 12AH	Half yearly exam
Year 12 12EA	Half Yearly Exam
Year 12 12EA	Prelimiary Assessment
Thursday, 2 August 2012	
Year 12 12EA	Trial Exam
Wednesday, 15 August 2012	
Year 12 12EA	Final Assessment

Assessment Calendar for Year 12, 2012.

Printed: 3/07/2012



### Markbook Tasks - Add Tasks to Calendar

000 Ta:	sks to Calendar Options	
Add Markbook	Tasks to Calendar	
Add tasks matching the follo	owing:	
academic year	12 🔻	
start date	23/01/2012	
end date	5/12/2012	
New appointments will use t	the following values:	
appointment type	Assess - Yr 12	V
	Assess - Yr 10	
	Assess - Yr 11	
	Assess - Yr 12	
	Assess - Yr 7	
	Assess - Yr 8	
	Assess - Yr 9	
	Co-curric-off site	
	Excursions	continue
	Facility Booking	
100 Browse	General	

Choose the Academic Year, start and end dates and the Appointment type, eg Assessments for Year 12. The Appointment type must have been created in the Calendar previously.

Main Back View As Find Find Menu		Classes Future Students	Current Students	Family Community Staff Details Details
Menu Form All	Calendar Appointme	nt List		
date week start time end time	user title			rooms type
▶ 27/02/2012W09 🗐	GRIV 12EA - Macbeth			Assess - Yr 12 📋
28/02/2012 W09	GRIV 12AH - Ancient History Essay			Assess - Yr 12 📋
31/05/2012 W22 ::::	GRIV 12AH - AH Task 1			Assess - Yr 12 📋
31/05/2012 W22	GRIV 12AH - Task 2			Assess - Yr 12 📋
31/05/2012 W22	GRIV 12AH - Half yearly exam			Assess - Yr 12 📋
3/03/2012 W09	GRIV 12EA - Shakespear Essay			Assess - Yr 12 📋
31/05/2012 W22	GRIV 12EA - Half Yearly Exam			Assess - Yr 12 📋
31/05/2012 W22	GRIV 12EA - Prelimiary Assessment			Assess - Yr 12 📋
2/08/2012 W31	GRIV 12EA - Trial Exam			Assess - Yr 12 📋
15/08/2012 W33	GRIV 12EA - Final Assessment			Assess - Yr 12 📋
	search i pri			

Markbook Tasks in the Calendar.



# Export Tasks to Excel - (End of year or beginning of year function)

Main Back	MarkBook Menu	View as List or Course	t Search for Del Task Ta	ete Print	Export Tasl to Excel	k		Task ID: Creator: Jo are logged	ohn Den		Outcor Bank			urrent udents	Staff Details
				Ма	rkboo	k Tasł	s								
12	12EA		Shakespea	r Essay		1	L	Suggest	70	(	Change	12EA1	Ms V Gr	ierson	4
Academic Year	Course Code	Class Code	Task Name			Т	ask #		Out C	)f		12EA3	Mrs J G	rierson	
2012	1	English		28/02/2012		3/03/2012						12EA4	Mrs A H	olmes	
	Assessment Term			Assignment Da		Due Date						12EA5	Ms J Ha	rry	
									Statis	tion		12EA6	Mrs R L	am	-
Exam Sca	ile Marks 🗌											Class tea	achers in th	is Task	
										StDev				1	0
Reporting Period St								Min	37	Max	70				
Semester One 201	2														
Admin	Τ	Student Results		Graph	$\gamma$	Markboo	k Group	s		Outco	mes		Do	cuments	
Sort Students by	: 🖲 Name C	Rank 🛛 12E	1 12EA3	12EA4	12EA5	12EA6									_
Student Name		Class	Mark Raw	Out Of Est	imate** Exc	Mark lude %	Mark Scaled	Class Rank	Tas Rar		ment	Recald	ulate	Rapid E	ntry
Al Ghardaga		12EA6	61	70 [	E	87.14	61	4/10	12/	_					ti 🖆

Go into a task and click to View as list.

Main Back Marks Menu Mer		Find Find Delete All Task	Print Export Task List to Excel				Outcome Bank Classes	Current Students	Staff Details
	Markbook Tasks - Current Tasks								
	Assessment Academic Assessment Year Year Term Course Code Class Code Task Name Task # Out Of Faculty Assignment Date Due Date								
¢ 2012 12 Q	12EA	٩		Q	٩	٩	Q	Q,	
					: /				

Click Find; enter the Assessment Year, Academic Year and the Course code.

	Main Menu	Back N	MarkBook Menu	View as Form for O	dsheet Find ourse	Find Delete All Task Print Export Task List to Excel					vrrent staff Details
	Markbook Tasks - Current Tasks										
	Assessment Year	t Academic Year	Assessmen Term	t Course Code	Class Code	Task Name	Task #	Out Of	Faculty	Assignment Date	Due Date
¢	2012	12	1	12EA		Shakespear Essay	1	70	English	28/02/2012	3/03/2012
Φ	2012	12	2	12EA		Half Yearly Exam	2	50	English	2/05/2012	31/05/2012
Φ	2012	12	2	12EA		Prelimiary Assessment	3	80	English	2/05/2012	31/05/2012
Φ	2012	12	3	12EA		Trial Exam	4	50	English	2/08/2012	2/08/2012
ð	2012	12	3	12EA		Final Assessment	5	100	English	15/08/2012	15/08/2012

Click to Export to Excel.

#### **Export of Tasks for a Course**

				Sheets	Charts	S SmartArt Grap	hics Wo	ordArt			
0	A	В	С	D	E	F	G	H		J	K
1	Assessment Year	Academic Year	Assessment Term	Course Code	Class Code	Task Name	Task Number	Mark Out Of	Faculty	Task Assignment Date	Task Due Date
2	2009	12	1	12EA		Macbeth	2	10	English	25/02/2012	27/02/2012
3	2012	12	1	12EA		Shakespear Essay	1	70	English	28/02/2012	03/03/2012
4	2012	12	2	12EA		Half Yearly Exam	2	50	English	02/05/2012	31/05/2012
5	2012	12	2	12EA		Prelimiary Assessment	3	80	English	02/05/2012	31/05/2012
6	2012	12	3	12EA		Trial Exam	4	50	English	02/08/2012	02/08/2012
7	2012	12	3	12EA		Final Assessment	5	100	English	15/08/2012	15/08/2012
8											
9											
7 8 9	2012	12	3	12EA		Final Assessment	5	100	English	15/08/2012	15/08/2

This export can then be used to import tasks for the following year. Change the Assessment Year, Assignment and Tasks Dates as required.



# **Appendix A - Scaling Marks**

Main Menu Back MarkBook View Menu Lis		Delete Task Print E	xLs xport Task to Excel	Task ID: Task Creator: Jo You are logged	hn Denbigh	Outcome Bank	Classes Current Students	Staff Details
		Mar	kbook Task	s				
	ass Code Task Nar		Ta	Suggest sk #	70 Out Of	Change 12EA 12EA 12EA	3 Mrs J Grierson	*
2012 1 Eng Assessment Year Assessment Term Facul		28/02/2012 Assignment Date	3/03/2012 Due Date Target		Statistics	12EA 12EA	NS Ms J Harry NG Mrs R Lam	
Exam Scale Marks Reporting Period Status No current report available.	Using Target Av Algorithm: O Multi-Line		47.0 StDev 12.5			Class 9.7 × 70	teachers in this Task	2
Admin Stud	ent Results	Graph	Markbook	Groups	Outco	mes	Documents	;
Sort Students by: Name ORank			12EA5 X 12EA6 Mark ate** Exclude %	Mark Class Scaled Rank	Task Rank Co	mment Rec	alculate Rapid	Entry
<ul> <li>Al Ghardaqa, Nancy</li> <li>Allnutt, Andrea</li> </ul>	12EA6		E 87.14 E 100	55.8 4/10 67.3 1/5	12/40 1/40			
Anderson, Alexia	12EA4		E 85.71	54.5 4/10	15/40			Ū

Enter a target minimum and maximum, the software then looks at what the raw mark minimum and maximum are, and scales the student's mark by the appropriate factor.

For example, if you have raw marks with minimum of 25 and maximum of 40, and you want to scale them to a minimum of 50 and a maximum of 80, then the appropriate scale factor would be two.

Results are calculated as follows:

scale Factor = ( targetmax - targetmin) / ( rawmax - rawmin )
markScaled = targetmin + ( ScaleFactor x rawMark )
This is a direct linear scaling available in the current master.

The "multilinear mapping" (currently available on request) because in a couple of cases it's implemented with multiple bands like this (this is an \*example\* only, it is set up to have any number of bands with any range for each band).

Raw mark min	Raw mark maximum	Target minimum	Target maximum
0	20	50	60
21	30	61	70
31	40	71	90
41	50	91	100

