



DENBIGH
INTERNATIONAL

Administration
Solutions
for Education

Denbigh Administration Markbook Manual

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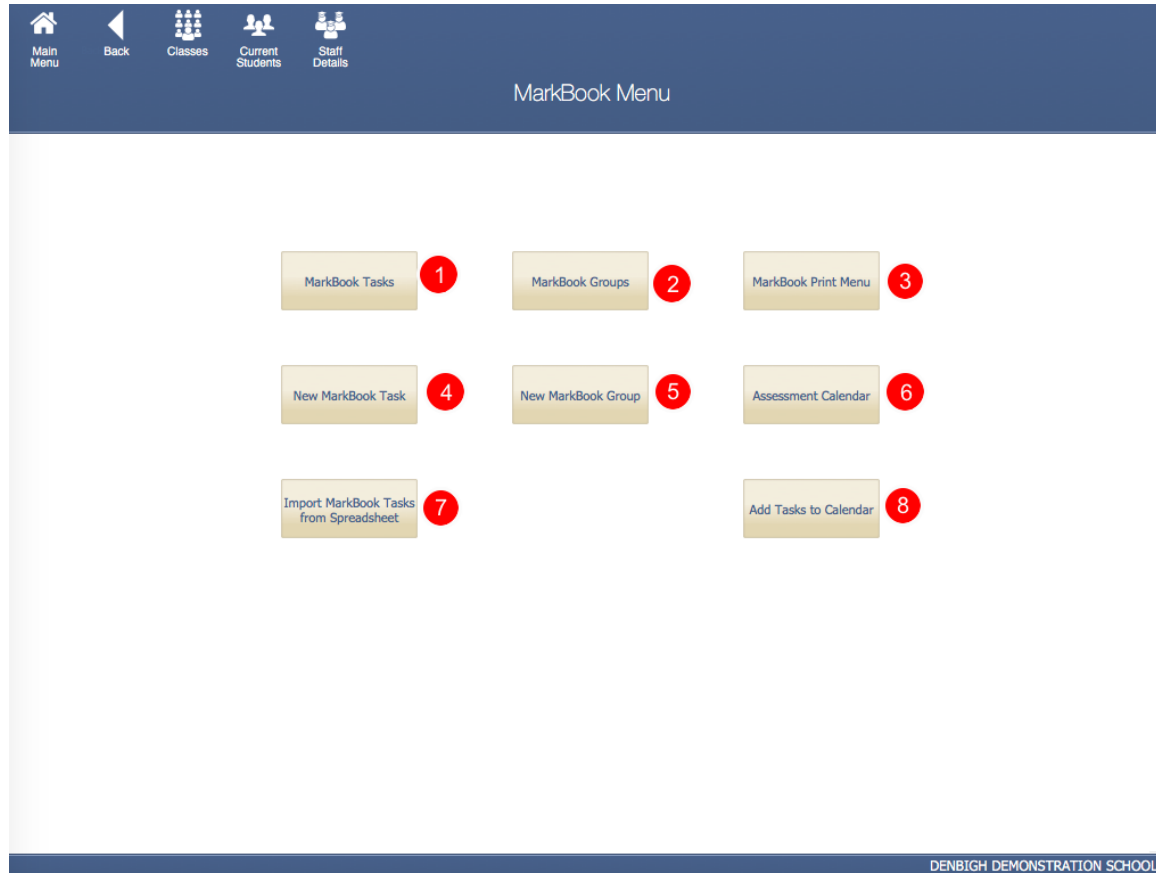
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Manage all data that contributes to School based academic assessment, Students Marks and rankings and can be pushed to Academic Reports. Import Tasks for the year from Spreadsheets, Create tasks from spreadsheets, Create groups for courses, Add tasks to Calendar, pushing marks to Academic Reports.

Markbook Menu



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

Class Code	Subject Name	Course	Abbreviation	Class	Year	TT Line	Report Order	Class	Course	Class	Course	Staff Code	Staff Name	Faculties	Key Learning Area	Reported On	show on Report	PTI	
06DR1	Drama	06DR	Dra	6	6	3	6	6				AMPH	Ms H Amponin Jr	Creative Arts	Drama	No	X	X	Add to Reports
06IL1	Italian	06IL	Ital	6	6		4	4				LEEK	Ms K Lee	Computing	LOTE	No	X	X	Add to Reports
06IL2	Italian	06IL	Ital	6	6		4	4				MORC	Ms C Moran	Computing	LOTE	No	X	X	Add to Reports
06IL3	Italian	06IL	Ital	6	6		4	4				MORC	Ms C Moran	Computing	LOTE	No	X	X	Add to Reports

Markbook tasks and groups are all created by using the details from the Classes file, students classes, courses, faculties. Ensure all data is correct before creating Tasks. In particular, it is very important that the Faculty field be populated.

Staff Faculties

Staff Details

DENJ Denbigh Jane Head of Middle School S00063

General Information

email: developers@denbigh.com.au
 Title: Mrs
 Alternative Title:
 Qualifications: B.Vis. Arts (Hons), M. Teach.
 Phone Ext: 1680
 Tutor Group: 11.1
 Tutor Group Room: D1.3
 PTI Default Room: D0.1

Receives Timetable
 Pastoral Care Team
 Casual Teacher

Faculties

Administration Junior School Science
 Co-Curricular LOTE Special Needs
 Computing Mathematics TAS
 Creative Arts Music
 English PDHPE
 History Primary School
 HSIE Religion

JS SS

Residential Address: Unit 1/12 Denbigh Street, Cobbitty, NSW, 2570
 Postal Address: 5 Murray Court, Murrayville, NSW

Home Phone: 0298611145
 Mobile: 0413582908
 DOB: 26 Oct. 2016
 Spouse/Partner: Mark

Silent Number
 Child Protection Certificate

Email Type: Work
 Email Address: developers@denbigh.com.au

Audit

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 be in the Markbook Administrator Group for permission.

Creating Tasks



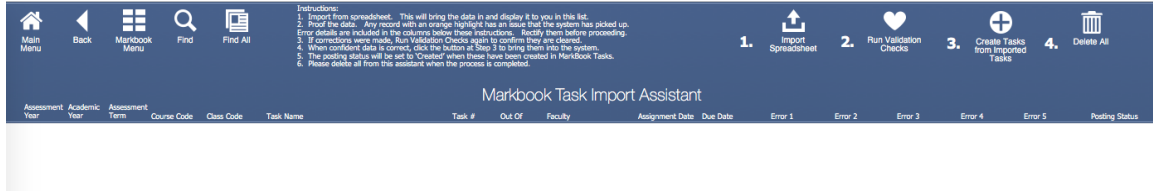
There are multiple ways to create Markbook Tasks. The preferred method is from Spreadsheets, but they can be created manually or through the classes file.

	A	B	C	D	E	F	G	H	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		Preliminary 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											
10											

The preferred way to create new tasks is to use 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*.

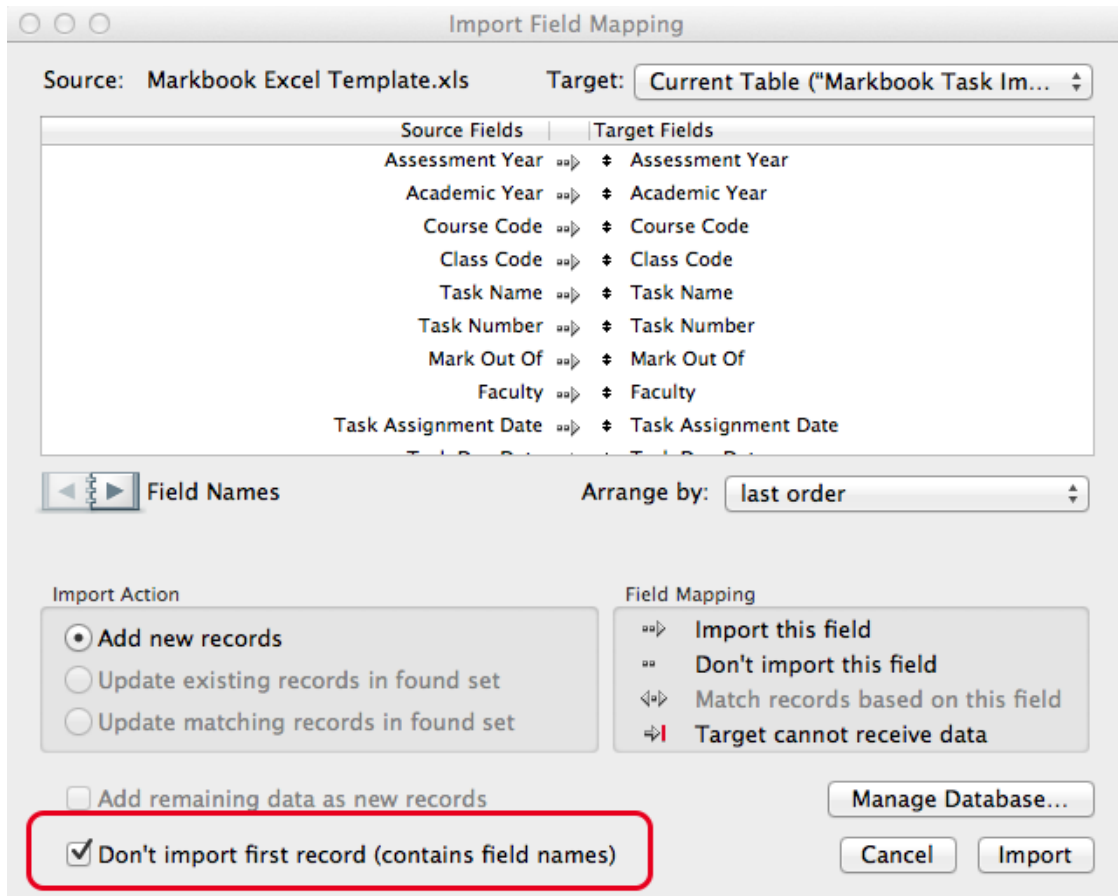
Creating Tasks from Spreadsheet



From the Markbook menu, click "Import Markbook Tasks from Spreadsheet" and follow the steps above.

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



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

Instructions:

1. Import from spreadsheet. This will bring the data in and display it to you in this list.
2. Proof the data. Any record with an orange highlight has an issue that the system has picked up. Error details are included in the columns below these instructions. Rectify them before proceeding.
3. If corrections were made, Run Validation Checks again to confirm they are cleared.
4. When confident data is correct, click the button at Step 3 to bring them into the system.
5. The posting status will be set to 'Created' when these have been created in Markbook Tasks.
6. Please delete all from this assistant when the process is completed.

1. Import Spreadsheet 2. Run Validation Checks 3. Create Tasks from Imported Tasks 4. Delete All

Assessment Year	Academic Year	Assessment Term	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
2009	12	1	12EA		Macbeth	2	10	English	25/02/2016	27/02/2016	Invalid Course	Invalid Faculty				
2012	12	1	12EA		Shakespeare essay	1	70	English	28/02/2016	3/03/2016	Duplicate or					
2012	12	2	12EA		Half Year Exam	2	50	English	2/05/2016	31/05/2016	Duplicate or					
2012	12	2	12EA		Preliminary Assessment	3	80	English	2/05/2016	31/05/2016						
2012	12	3	12EA		Trial Exam	4	50	English	2/08/2016	2/08/2016						
2012	12	3	12EA		Final Assessment	5	100	English	15/08/2016	15/08/2016						

Step 2 - 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

Instructions:

1. Import from spreadsheet. This will bring the data in and display it to you in this list.
2. Proof the data. Any record with an orange highlight has an issue that the system has picked up. Error details are included in the columns below these instructions. Rectify them before proceeding.
3. If corrections were made, Run Validation Checks again to confirm they are cleared.
4. When confident data is correct, click the button at Step 3 to bring them into the system.
5. The posting status will be set to 'Created' when these have been created in Markbook Tasks.
6. Please delete all from this assistant when the process is completed.

1. Import Spreadsheet 2. Run Validation Checks 3. Create Tasks from Imported Tasks 4. Delete All

Assessment Year	Academic Year	Assessment Term	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
2009	12	1	12EA		Macbeth	2	10	English	25/02/2016	27/02/2016	Invalid Course	Invalid Faculty				
2012	12	1	12EA		Shakespeare essay	1	70	English	28/02/2016	3/03/2016	Duplicate or					
2012	12	2	12EA		Half Year Exam	2	50	English	2/05/2016	31/05/2016	Duplicate or					
2012	12	2	12EA		Preliminary Assessment	3	80	English	2/05/2016	31/05/2016						
2012	12	3	12EA		Trial Exam	4	50	English	2/08/2016	2/08/2016						
2012	12	3	12EA		Final Assessment	5	100	English	15/08/2016	15/08/2016						

Step 3 - Create Tasks from Imported Tasks, click Ok.

Import Spreadsheet - Tasks Created

Instructions:

1. Import from spreadsheet. This will bring the data in and display it to you in this list.
2. Proof the data. Any record with an orange highlight has an issue that the system has picked up. Error details are included in the columns below these instructions. Rectify them before proceeding.
3. If corrections were made, Run Validation Checks again to confirm they are cleared.
4. When confident data is correct, click the button at Step 3 to bring them into the system.
5. The posting status will be set to 'Created' when these have been created in Markbook Tasks.
6. Please delete all from this assistant when the process is completed.

1. Import Spreadsheet 2. Run Validation Checks 3. Create Tasks from Imported Tasks 4. Delete All

Assessment Year	Academic Year	Assessment Term	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	1	12EA		Shakespeare essay	1	70	English	28/02/2016	3/03/2016						Created
2012	12	2	12EA		Preliminary Assessment	3	80	English	2/05/2016	31/05/2016						Created
2012	12	3	12EA		Trial Exam	4	50	English	2/08/2016	2/08/2016						Created
2012	12	3	12EA		Final Assessment	5	100	English	15/08/2016	15/08/2016						Created

Step 4 - Click to Delete the data in the Import Assistant.

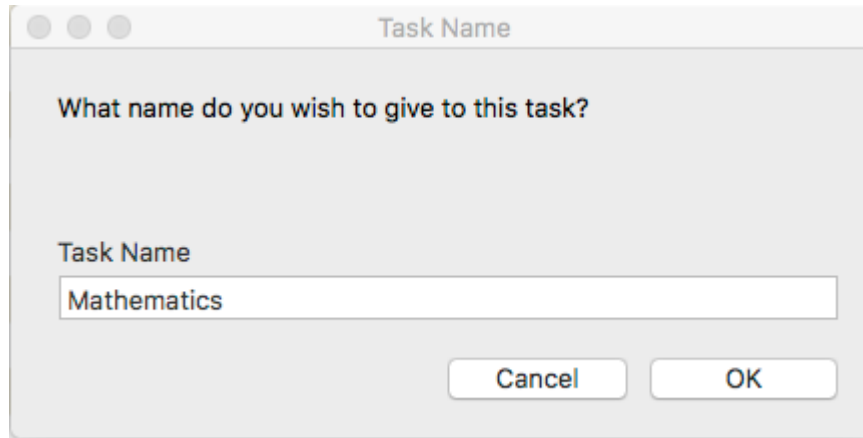
Create Tasks from Classes file for a Class

The screenshot shows the 'Class Details' page for Class Code 07DTE, Subject Name Design and Technology, and Subject Abbreviation D&T. The Course is 07DT, Year is 7, Unit is 3, and Teacher Code is DENJ. The Teacher is Mrs J Denbigh. The 'Class Tasks' section is active, showing a table with columns for Task Number, Task Name, Term, Assignment Date, Due Date, Out Of, Average, Min, and Max. The 'New Task' button is circled in red.

This will create a task just for this class.

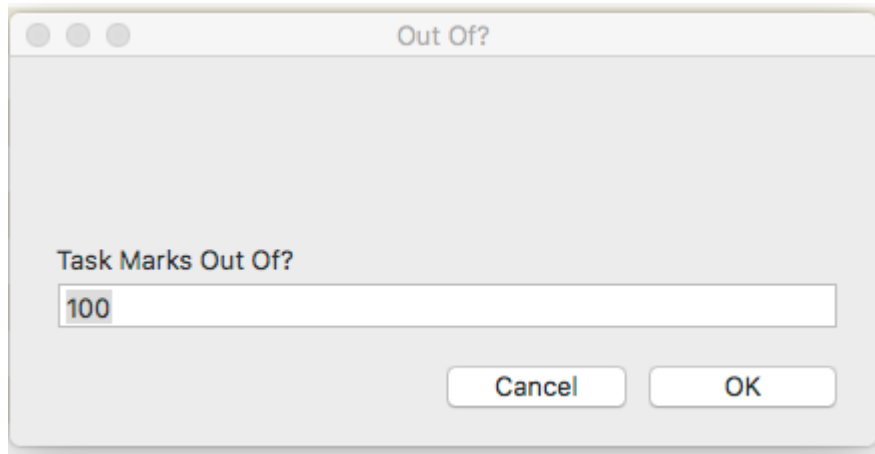
The screenshot shows the same 'Class Details' page as above, but with a confirmation dialog box overlaid. The dialog box text reads: "This will create a new task for this class only. It will not do so for other classes in the course. Proceed?" with "No" and "Yes" buttons. The 'New Task' button is circled in red.

Click "New Task".



A dialog box titled "Task Name" with three window control buttons (red, yellow, green) in the top-left corner. The main text asks "What name do you wish to give to this task?". Below this is a label "Task Name" and a text input field containing the word "Mathematics". At the bottom right are two buttons: "Cancel" and "OK".

Add the task name.



A dialog box titled "Out Of?" with three window control buttons (red, yellow, green) in the top-left corner. The main text asks "Task Marks Out Of?". Below this is a text input field containing the number "100". At the bottom right are two buttons: "Cancel" and "OK".

Add the Task Marks "Out of".

Create a Task from Classes for a Course

Class Details

Class Code: 07DTE | Subject Name: Design and Technology | Subject Abbreviation: D&T | Course: 07DT | Year: 7 | Unit: | Order: 3 | Teacher Code: DENJ | Teacher: Mrs J Denbigh

Course Tasks

Assessment Year: 2016 | Task Name: All

Task Number	Task Name	Term	Assignment Date	Due Date	Out Of	Average	Min	Max
2	Arts and crafts		30/11/2016		100			

View Markbook Results in Spreadsheet View

Task displayed under the Course Tasks tab.

Filtering Tasks in Markbook

Markbook Tasks Selection

1) Choose Faculty or Faculties as required, then
 2) Enter Academic Year as required then
 3) Enter part of the name of the task you are searching for, then
 4) press TAB to filter the list, then
 5) Click the arrow next to the desired task to Edit it.

Assessment Year: 2016 | Academic Year: [6, 7, 8, 9, 10, 11] | Term: | Task Name: All

Course Code	Class Code	Task Name	Task No	Year	Assignment Date	Due Date	Term
07EN		Task	1	7	15/04/2016		2
07EN		Task	2	7	15/04/2016		4
07EN		Exam Marks	3	7	15/04/2016		2
10CM	10CM1	First task 2016	1	10	09/08/2016		1
10CM		Commerce Course Task 1	6	10	09/08/2016		1
10CM		Commerce Course Task 2	7	10	09/08/2016		2
10CM		ten see em one	8	10	09/08/2016		3
10CM		gfdgfgd	9	10	09/08/2016		4
08EN		English Task 1	1	8	10/08/2016		2
10EN		Macbeth Essay	1	10	11/08/2016		3
10EN		English Exam	2	10	11/08/2016		4
09CM	09CM1	Commerce Task 1	1	9	26/08/2016		2
08VA	08VA7	Art Test	1	8	02/09/2016	28/09/2016	

Enter the Assessment Year, Academic Year and check the faculty.

Markbook Tasks

The screenshot shows the Markbook Tasks interface with the following elements highlighted by red circles:

- 1:** Assessment Year (2016)
- 2:** Current Reporting Period (Semester Two 2016, not yet populated)
- 3:** Scale Marks checkbox
- 4:** Semester Two 2016, not yet populated
- 5:** Statistics (Task Avg: 72.9, StDev: 15.9, Min: 54, Max: 98)
- 6:** Class teachers in this Task (Mrs J Denbigh)
- 7:** Padlock icon to lock the task
- 8:** Assign to Student's Reports checkbox
- 9:** Marks Destination (Course Mark, Exam Mark, Class Mark)

The main table displays student results for the task 'Art Test' (08VA7) in 2016. The table includes columns for Student Name, Class, Mark Raw, Out Of, Estimate, Exclude, Mark %, Mark Scaled, Class Rank, Task Rank, Task Grade, and Comment. The data is as follows:

Student Name	Class	Mark Raw	Out Of	Estimate**	Exclude	Mark %	Mark Scaled	Class Rank	Task Rank	Task Grade	Comment
Barry, William	08VA7	54	100	E		54	54	7/7	7/7	D	
Croker, Srikar	08VA7	62	100	E		62	62	6/7	6/7	C-	
Dunstall, Elizabeth	08VA7	91	100	E		91	91	2/7	2/7	A	
Gengos, Cassandra	08VA7	98	100	E		98	98	1/7	1/7	A+	
Margerison, Bradley	08VA7	69	100	E		69	69	4/7	4/7	C+	
McClelland, Sabrina	08VA7	65	100	E		65	65	5/7	5/7	C	
Qui, Samuel	08VA7	71	100	E		71	71	3/7	3/7	C+	

At the bottom, there are options to 'Assign to Student's Reports' (8) and 'Recalculate' (9). A note states: "** 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 rank 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."

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

The screenshot shows the 'Markbook Tasks' interface. At the top, there is a navigation bar with icons for Main Menu, Back, Markbook Menu, View as List, Spreadsheet for Course, Locate Task, Delete Task, Print, Export Task to Excel, Outcome Bank, Classes, Current Students, and Staff Details. Below this, the task details are displayed: Academic Year 2016, Course Code 08VA7, Class Code Creative Arts, Task Name Art Test, Task # 1, Out Of 100, and Assessment Date 28/09/2016. A 'Rapid Entry' button is highlighted with a red circle in the top right corner of the student results table.

Student Name	Class	Mark Raw	Out Of	Estimate**	Exclude	Mark %	Mark Scaled	Class Rank	Task Rank	Task Grade	Comment
Barry, William	08VA7	54	100	<input type="checkbox"/>	<input type="checkbox"/>	54	54	7/7	7/7	D	
Croker, Srikar	08VA7	62	100	<input type="checkbox"/>	<input type="checkbox"/>	62	62	6/7	6/7	C-	
Dunstall, Elizabeth	08VA7	91	100	<input type="checkbox"/>	<input type="checkbox"/>	91	91	2/7	2/7	A	
Gengos, Cassandra	08VA7	98	100	<input type="checkbox"/>	<input type="checkbox"/>	98	98	1/7	1/7	A+	
Margerison, Bradley	08VA7	69	100	<input type="checkbox"/>	<input type="checkbox"/>	69	69	4/7	4/7	C+	
McClelland, Sabrina	08VA7	65	100	<input type="checkbox"/>	<input type="checkbox"/>	65	65	5/7	5/7	C	
Qui, Samuel	08VA7	71	100	<input type="checkbox"/>	<input type="checkbox"/>	71	71	3/7	3/7	C+	

Entering Marks - Rapid Entry button

Markbook Tasks - Rapid Entry

The screenshot shows the 'Markbook Rapid Entry' dialog box. It displays the task name 'Art Test' and the 'Out Of' value '100'. The dialog contains a table with student names and their marks. A 'Done' button is located at the bottom right of the dialog.

Student Name	Mark
Barry, William	54
Croker, Srikar	62
Dunstall, Elizabeth	91
Gengos, Cassandra	98
Margerison, Bradley	69
McClelland, Sabrina	65
Qui, Samuel	71

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

Markbook Tasks - Recalculate

Admin **Student Results** Graph Markbook Groups Outcomes Documents

Sort Students by: Name Rank 08VA7

Student Name	Class	Mark Raw	Out Of	Estimate**	Exclude	Mark %	Mark Scaled	Class Rank	Task Rank	Task Grade	Comment
Barry, William	08VA7	63	100	<input type="checkbox"/>	<input type="checkbox"/>	63	63	7/7	7/7	C-	
Croker, Srikar	08VA7	68	100	<input type="checkbox"/>	<input type="checkbox"/>	68	68	5/7	5/7	C	
Dunstall, Elizabeth	08VA7	91	100	<input type="checkbox"/>	<input type="checkbox"/>	91	91	2/7	2/7	A	
Gengos, Cassandra	08VA7	98	100	<input type="checkbox"/>	<input type="checkbox"/>	98	98	1/7	1/7	A+	
Margerison, Bradley	08VA7	69	100	<input type="checkbox"/>	<input type="checkbox"/>	69	69	4/7	4/7	C+	
McClelland, Sabrina	08VA7	65	100	<input type="checkbox"/>	<input type="checkbox"/>	65	65	6/7	6/7	C	
Qui, Samuel	08VA7	71	100	<input type="checkbox"/>	<input type="checkbox"/>	71	71	3/7	3/7	C+	

Assign to Student's Reports: Course Mark Exam Mark Class Mark

Mark Destination: _____

Last posted to Reports by: at _____

*** 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 rank 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.

Recalculate

Last recalculated by: Jane Denbigh at 30/11/2016 9:34:35 AM

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

Markbook Tasks - Statistics

Markbook Tasks

Task ID: 1277
Task Creator: Jane Denbigh
You are logged in as: JCNJ

Academic Year: 2016 Course Code: 08VA7 Class Code: 08VA7 Task Name: Art Test Task #: 1 Suggest: 100 Out Of: 100 Change

Assessment Year: 2016 Assessment Term: Creative Arts Faculty: 2/09/2016 Assignment Date: 28/09/2016 Due Date

Exam Scale Marks

Current Reporting Period: Semester Two 2016, not yet populated

Class teachers in this Task: Mrs J Denbigh

Statistics

Task Avg	73.7	StdDev	13.7
Min	54	Max	98

Grading Scale: A+ A A- B+ B B- C+ C C- D+ D D- E+ E E- 94 89 86 82 78 74 69 64 59 56 53 50 36 18 0

Grade by: Mark Rank

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

Markbook Tasks - Sorting and Filter Classes

Admin **Student Results** Graph Markbook Groups Outcomes Documents

Sort Students by: Name Rank 08VA7

Student Name	Class	Mark Raw	Out Of	Estimate**	Exclude	Mark %	Mark Scaled	Class Rank	Task Rank	Task Grade	Comment
Barry, William	08VA7	63	100	<input type="checkbox"/>	<input type="checkbox"/>	63	63	7/7	7/7	C-	
Croker, Srikar	08VA7	68	100	<input type="checkbox"/>	<input type="checkbox"/>	68	68	5/7	5/7	C	
Dunstall, Elizabeth	08VA7	91	100	<input type="checkbox"/>	<input type="checkbox"/>	91	91	2/7	2/7	A	
Gengos, Cassandra	08VA7	98	100	<input type="checkbox"/>	<input type="checkbox"/>	98	98	1/7	1/7	A+	
Margerison, Bradley	08VA7	69	100	<input type="checkbox"/>	<input type="checkbox"/>	69	69	4/7	4/7	C+	
McClelland, Sabrina	08VA7	65	100	<input type="checkbox"/>	<input type="checkbox"/>	65	65	6/7	6/7	C	
Qui, Samuel	08VA7	71	100	<input type="checkbox"/>	<input type="checkbox"/>	71	71	3/7	3/7	C+	

Rapid Entry

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

Markbook Tasks - Estimate Mark

Markbook Tasks Task ID: 1277
Task Creator: Jane Denbigh
You are logged in as : DEU

8 Academic Year 08VA7 Course Code **Art Test** Task Name 1 Task # 100 Out Of **08VA7** Mrs J Denbigh

2016 Assessment Year Creative Arts Faculty 2/09/2016 Assignment Date 28/09/2016 Due Date

Exam Scale Marks

Current Reporting Period
Semester Two 2016, not yet populated

Statistics Grading

Task Avg 73.7 StDev 13.7 A+ A A- B+ B B- C+ C C- D+ D D- E+ E E-
Min 54 Max 98 94 89 86 82 78 74 69 64 59 56 53 50 36 18 0

Grade by: Mark Rank

Admin **Student Results** Graph Markbook Groups Outcomes Documents

Sort Students by: Name Rank 08VA7

Student Name	Class	Mark Raw	Out Of	Estimate**	Exclude	Mark %	Mark Scaled	Class Rank	Task Rank	Task Grade	Comment
Barry, William	08VA7	63	100	<input type="checkbox"/> E	<input type="checkbox"/>	63	63	7/7	7/7	C-	
Croker, Srikar	08VA7	68	100	<input type="checkbox"/> E	<input type="checkbox"/>	68	68	5/7	5/7	C	
DunSTALL, Elizabeth	08VA7	91	100	<input type="checkbox"/> E	<input type="checkbox"/>	91	91	2/7	2/7	C-	
Gengos, Cassandra	08VA7	98	100	<input type="checkbox"/> E	<input type="checkbox"/>	98	98	1/7	1/7	A+	
Margerison, Bradley	08VA7	69	100	<input type="checkbox"/> E	<input type="checkbox"/>	69	69	4/7	4/7	C+	
McClelland, Sabrina	08VA7	65	100	<input type="checkbox"/> E	<input type="checkbox"/>	65	65	6/7	6/7	C	
Qui, Samuel	08VA7	71	100	<input type="checkbox"/> E	<input type="checkbox"/>	71	71	3/7	3/7	C+	

Which Estimate?
Insert estimate based on average Class position or average Course position?
Cancel Course Class

Press 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 Markbook Groups Outcomes Documents

Sort Students by: Name Rank 08VA7

Marks have been modified, recalculation is necessary

Student Name	Class	Mark Raw	Out Of	Estimate**	Exclude	Mark %	Mark Scaled	Class Rank	Task Rank	Task Grade	Comment
Barry, William	08VA7	63	100	<input type="checkbox"/> E	<input type="checkbox"/>	63	63	7/7	7/7	C-	
Croker, Srikar	08VA7	68	100	<input type="checkbox"/> E	<input type="checkbox"/>	68	68	5/7	5/7	C	
DunSTALL, Elizabeth	08VA7	61	100	<input checked="" type="checkbox"/> E	<input type="checkbox"/>	61	61	2/7	2/7	C-	
Gengos, Cassandra	08VA7	98	100	<input type="checkbox"/> E	<input type="checkbox"/>	98	98	1/7	1/7	A+	
Margerison, Bradley	08VA7	69	100	<input type="checkbox"/> E	<input type="checkbox"/>	69	69	4/7	4/7	C+	
McClelland, Sabrina	08VA7	65	100	<input type="checkbox"/> E	<input type="checkbox"/>	65	65	6/7	6/7	C	
Qui, Samuel	08VA7	71	100	<input type="checkbox"/> E	<input type="checkbox"/>	71	71	3/7	3/7	C+	

Assign to Student's Reports Course Mark Exam Mark Class Mark

*** 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 rank 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.

Recalculate

Last posted to Reports by at Last recalculated by: Jane Denbigh at 30/11/2016 9:34:35 AM

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

Markbook Tasks - Exclude Mark

Admin Student Results Graph Markbook Groups Outcomes Documents

Sort Students by: Name Rank OBVA7

Marks have been modified, recalculation is necessary

Student Name	Class	Mark Raw	Out Of	Estimate**	Exclude	Mark %	Mark Scaled	Class Rank	Task Rank	Task Grade	Comment
Barry, William	OBVA7	63	100	<input type="checkbox"/>	<input type="checkbox"/>	63	63	7/6	7/6	C-	
Croker, Srikar	OBVA7	68	100	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>					E-	
Dunstall, Elizabeth	OBVA7	61	100	<input checked="" type="checkbox"/>	<input type="checkbox"/>	61	61	2/6	2/6	C-	
Gengos, Cassandra	OBVA7	98	100	<input type="checkbox"/>	<input type="checkbox"/>	98	98	1/6	1/6	A+	
Margerison, Bradley	OBVA7	69	100	<input type="checkbox"/>	<input type="checkbox"/>	69	69	4/6	4/6	C+	
McClelland, Sabrina	OBVA7	65	100	<input type="checkbox"/>	<input type="checkbox"/>	65	65	6/6	6/6	C	
Qui, Samuel	OBVA7	71	100	<input type="checkbox"/>	<input type="checkbox"/>	71	71	3/6	3/6	C+	

Assign to Student's Reports: Course Mark Exam Mark Class Mark

*** 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 rank 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.

Recalculate

Last posted to Reports by: at Last recalculated by: Jane Denbigh at 30/11/2016 9:34:35 AM

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

Admin Student Results Graph Markbook Groups Outcomes Documents

Sort Students by: Name Rank OBVA7

Marks have been modified, recalculation is necessary

Student Name	Class	Mark Raw	Out Of	Estimate**	Exclude	Mark %	Mark Scaled	Class Rank	Task Rank	Task Grade	Comment
Barry, William	OBVA7	63	100	<input type="checkbox"/>	<input type="checkbox"/>	63	63	7/6	7/6	C-	
Croker, Srikar	OBVA7	68	100	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>					E-	Student handed in task too late
Dunstall, Elizabeth	OBVA7	61	100	<input checked="" type="checkbox"/>	<input type="checkbox"/>	61	61	2/6	2/6	C-	
Gengos, Cassandra	OBVA7	98	100	<input type="checkbox"/>	<input type="checkbox"/>	98	98	1/6	1/6	A+	
Margerison, Bradley	OBVA7	69	100	<input type="checkbox"/>	<input type="checkbox"/>	69	69	4/6	4/6	C+	
McClelland, Sabrina	OBVA7	65	100	<input type="checkbox"/>	<input type="checkbox"/>	65	65	6/6	6/6	C	
Qui, Samuel	OBVA7	71	100	<input type="checkbox"/>	<input type="checkbox"/>	71	71	3/6	3/6	C+	

Rapid Entry

Enter comments regarding why a mark is to be excluded.

Markbook Tasks - Changing the Out Of

Main Menu Back Markbook Menu View as List Spreadsheet for Course Locate Task Delete Task Print Export Task to Excel

Markbook Tasks

Task ID: 1277 Task Creator: Jane Denbigh You are logged in as: DENJ

8 Academic Year Course Code OBVA7 Class Code Art Test Task Name 1 Task # 100 Out Of Change

2016 Assessment Year Creative Arts Faculty 2/09/2016 Assignment Date 28/09/2016 Due Date

Exam Scale Marks

Current Reporting Period Semester Two 2016, not yet populated

Statistics Task Avg 71.2 StDev 13.7 Min 61 Max 98

Grading A+ A A- B+ B B- C+ C C- D+ D D- E+ E E- 94 89 86 82 78 74 69 64 59 56 53 50 36 18 0

Grade by: Mark Rank

Admin Student Results Graph Markbook Groups Outcomes Documents

Sort Students by: Name Rank OBVA7

Marks have been modified, recalculation is necessary

Student Name	Class	Mark Raw	Out Of	Estimate**	Exclude	Mark %	Mark Scaled	Class Rank	Task Rank	Task Grade	Comment
Barry, William	OBVA7	63	100	<input type="checkbox"/>	<input type="checkbox"/>	63	63	7/6	7/6	C-	
Dunstall, Elizabeth	OBVA7	61		<input checked="" type="checkbox"/>	<input type="checkbox"/>						
Gengos, Cassandra	OBVA7	98		<input type="checkbox"/>	<input type="checkbox"/>						
Margerison, Bradley	OBVA7	69		<input type="checkbox"/>	<input type="checkbox"/>						
McClelland, Sabrina	OBVA7	65		<input type="checkbox"/>	<input type="checkbox"/>						
Qui, Samuel	OBVA7	71		<input type="checkbox"/>	<input type="checkbox"/>						
Croker, Srikar	OBVA7	68		<input type="checkbox"/>	<input type="checkbox"/>						

Scale Marks to the new 'Out Of?'

No Yes

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

Markbook Tasks - Graph

Markbook Tasks

Task ID: 1277
Task Creator: Jane Denbigh
You are logged in as: DENU

Academic Year: 2016 Course Code: 08VA7 Class Code: Art Test Task Name: 1 Task # 100 Out Of: 100

Assessment Year: 2016 Assessment Term: Creative Arts Faculty: Assignment Date: 2/09/2016 Due Date: 28/09/2016

Exam Scale Marks

Class teachers in this Task: Mrs J Denbigh

Current Reporting Period: Semester Two 2016, not yet populated

Statistics: Task Avg: 71.2 StDev: 13.7 Min: 61 Max: 98

Grading: A+ 94 A 89 A- 86 B+ 82 B 78 C+ 74 C 69 C- 64 D+ 59 D 53 D- 50 E+ 36 E 18 E- 0

Grade by: Mark Rank

Admin Student Results **Graph** Markbook Groups Outcomes Documents

Student	Marks
Elary, William	62.5
Croker, Srikar	67.5
Dunstall, Elizabeth	62.5
Gengos, Cassandra	97.5
Margeison, Bradley	67.5
McClelland, Sabrina	62.5
Qui, Samuel	72.5

DENBIGH DEMONSTRATION SCHOOL

Displays the Marks graphically.

Markbook Tasks - Outcomes

Admin Student Results Graph Markbook Groups **Outcomes** Documents

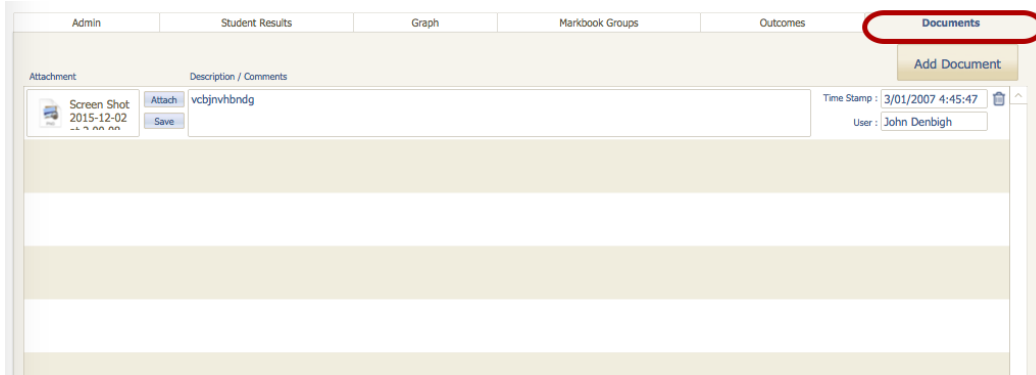
Outcome Code	Outcome	Include in Reports
10EN1	Assesses critically a range of processes for responding and composing.	<input type="checkbox"/>
10EN2	Selects, uses, describes and explains how different technologies affect and shape meaning.	<input checked="" type="checkbox"/>
10EN3	Transforms experience, information and ideas into analytical, interpretative and imaginative texts.	<input type="checkbox"/>
10EN5	Reflects on, assesses and adapts individual and collaborative skills for learning with increasing independence and effectiveness.	<input type="checkbox"/>
10EN7	Demonstrates understanding of the ways texts reflect personal and public worlds.	<input type="checkbox"/>
10EN6	Analyses the effectiveness and impact of texts on responders in terms of ideas, perspective and originality.	<input type="checkbox"/>
		<input type="checkbox"/>

Exists in Outcomes to be Reported

Select outcomes, from the drop-down list, that this task contribute towards. The drop-down list will present all outcomes from the Outcome Bank that have a corresponding Course Code. Add outcomes to the Outcome Bank, and assign the correct Course Code, to make them available for selection here.

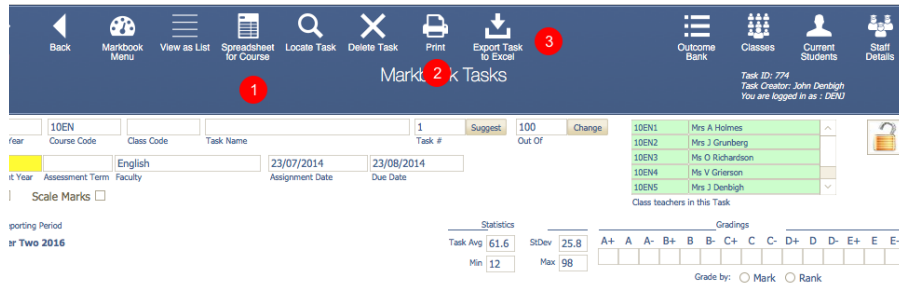
Outcomes for courses can be added here instead of in the classes/courses file. If the outcome already exists in the Course file the checkbox will be checked. Click to Include in Reports (if it was not added previously in the courses file).

Markbook Tasks - Documents



Add any Documentation pertaining to the course.

Markbook Menu Functions



Markbook Tasks - Spreadsheet for Course

Student Name	Task 1			Task 2			Task			Task			Task			Task			Task			
	Raw	Scaled	Rank	Raw	Scaled	Rank	Raw	Scaled	Rank	Raw	Scaled	Rank	Raw	Scaled	Rank	Raw	Scaled	Rank	Raw	Scaled	Rank	
Baniac, Michael	50	50	56	77	77	33																
Beckett, Claire	70	70	33	98	98	6																
Bilton, Nicholas	93	93	13	78	78	32																
Bolton, Sarah	70	70	33	79	79	28																
Brice, Sunali	88	88	17	95	95	9																
Camobell, Jav	77	77	28	88	88	19																
Carvalho, Grav	57	57	46	66	66	44																
Chen, Tyana	59	59	44	99	99	4																
Cooer, Hariwanlot	57	57	46	58	58	51																
Criso, Belinda	53	53	54	85	85	24																
Dav, Anne	61	61	42	96	96	8																
Desmond, Sonia	99	99	2	100	100	1																

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

Course: 12EA
Classes: 12EA1, 12EA3, 12EA4, 12EA5, 12EA6
Task Marked out of: 50
Assigned Date: Wed, 2 May 2012
Due Date: Thu, 31 May 2012

Statistics			
Avg	40.0	Min	25.0
StDev	6.8	Max	50.0

Class	Student Name	Mark Raw	Mark Scaled	Rank in Task	Rank in Class	Comment
12EA6	Al Ghardaqa, Nancy	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, Jessica	46	92	7/39	3/10	
12EA3	Ciccarone, Suyeon	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, Bradley	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, Swetha	39	78	26/39	3/5	
12EA4	MacLellan, Stephanie	42	84	17/39	2/10	
12EA1	McCulloch, Rosanna	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, Roopam	47	94	6/39	3/8	
12EA4	Stoya, Harley	43	86	12/39	1/10	

Number of students: 39

as at 2/07/2012

Task Print layout.

Markbook Task - Export to Excel

The first screenshot shows the Markbook interface for 'Markbook for 10EN'. The 'Export Task to Excel' button is highlighted with a red circle. Below the navigation bar, there are buttons for 'Prev' and 'Next', and a table of tasks. The table has columns for 'Task Name', 'Out Of', 'Avg / Target Avg / Min', 'StDev / Target StDev / Max', and 'Student Name'. The 'Macbeth Essay' and 'English Exam' tasks are visible. The 'Export Task to Excel' button is highlighted in a red circle.

The second screenshot shows the 'Save Records As Excel' dialog box. The 'Save As' field is set to 'Untitled'. The 'Tags' field is empty. The location is set to 'Desktop'. The dialog box also shows a list of files and folders in the 'Today' section, including 'Assessment Marks', 'DJI_0013.jpg', 'Recover.log', and 'Screen Sho...9.19.25 am'. The 'After saving' options are 'Automatically open file' and 'Create email with file as attachment'. The 'Hide extension' checkbox is checked. The 'New Folder' button is visible. The 'Cancel' and 'Save' buttons are at the bottom right.

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.

The screenshot shows the Markbook Tasks interface. At the top, there is a navigation bar with icons for Main Menu, Back, Markbook Menu, View as List, Spreadsheet for Course, Locate Task, Delete Task, Print, and Export Task to Excel (highlighted with a red circle). Below the navigation bar, there are fields for Academic Year (2016), Course Code (07EN), Class Code (English), Task Name (Task 1), Task # (1), and Assignment Date (15/04/2016). A dialog box is open in the center, asking "Do you wish to export the results for only the selected classes, or all students in this task?" with buttons for "Cancel", "All", and "Selected". Below the dialog, there is a table of student results with columns for Student Name, Class, Mark Raw, Out Of, Estimate, Exclude, Mark %, Mark Scaled, Class Rank, Task Rank, Task Grade, and Comment. The table lists 15 students with their respective marks and grades.

You can also choose to export an individual task to Excel. You can choose all students or just the selected classes.

Markbook Tasks - Excel Export

	A	B	C	D	E	F	G	H	I	J
	Student ID	Student Name	Class Code	Mark Raw	Mark Out Of	Mark Percentage	Rank In Class	Rank In Class Out Of	Rank In Task	Rank In Task Out Of
2	101276	Al Ghardaqa, Nancy	12EA6	43	50	86	5	10	12	39
3	100938	Allnut, Andrea	12EA5	44	50	88	1	5	11	39
4	100119	Anderson, Alexia	12EA4	26	50	52	10	10	38	39
5	106745	Bhargava, Rahul	12EA5	41	50	82	2	5	20	39
6	105516	Bishop, Shriya	12EA1	49	50	98	1	6	2	39
7	100171	Cameron, Jessica	12EA6	46	50	92	3	10	7	39
8	100501	Cicarone, Suyeon	12EA3	43	50	86	5	8	12	39
9	100799	Davies, Henry	12EA1	46	50	92	2	6	7	39
10	100025	Deak, Ryan	12EA4	25	50	50	10	10	39	39
11	100283	Do, Alissa	12EA6	33	50	66	10	10	33	39
12	106382	Donovan, Nicky	12EA5	27	50	54	5	5	37	39
13	100336	Farrell, Joshua	12EA4	35	50	70	6	10	30	39
14	100545	Gardiner, Angela	12EA4	34	50	68	7	10	31	39
15	100876	Hammond, Nai	12EA1	33	50	66	5	6	33	39
16	101270	Hanson, Jane	12EA3	48	50	96	2	8	5	39
17	100897	Hayes, Calum	12EA6	40	50	80	8	10	23	39
18	100338	Homewood, Bradley	12EA4	41	50	82	3	10	20	39
19	100080	Hunter, Herorge	12EA3	50	50	100	1	8	1	39
20	100058	Johnson, Kieren	12EA4	28	50	56	8	10	35	39
21	100607	Knox, Annie	12EA3	46	50	92	4	8	7	39
22	100152	Macintyre, Swetha	12EA5	39	50	78	3	5	26	39
23	100600	MacLellan, Stephanie	12EA4	42	50	84	2	10	17	39
24	100725	McCulloch, Rosanna	12EA1	36	50	72	4	6	29	39
25	100627	Meyer, Edward	12EA1	28	50	56	6	6	35	39
26	104294	Nisbet, Bruce	12EA6	46	50	92	3	10	7	39
27	100927	Noble, Hannah	12EA4	40	50	80	4	10	23	39
28	101284	Parsons, Simmi	12EA6	34	50	68	9	10	31	39
29	105353	Pascoe, Paul	12EA3	42	50	84	6	8	17	39
30	100495	Peters, Natasha	12EA5	39	50	78	3	5	26	39
31	100686	Roberts, Vivien	12EA6	42	50	84	7	10	17	39
32	101011	Robertson, Roopam	12EA3	47	50	94	3	8	6	39
33	100915	Stoya, Harley	12EA4	43	50	86	5	10	12	39
34	101269	Tedeschi, Vanessa	12EA6	43	50	86	1	10	12	39
35	104905	Thomson, Hannah	12EA6	49	50	98	1	10	2	39
36	101214	Thorne, Rachel	12EA1	43	50	86	3	6	12	39
37	100576	Triggell, Stephen	12EA4	40	50	80	4	10	23	39
38	101257	Triggia, Connie	12EA6	49	50	98	1	10	2	39
39	106724	Wallner, Holly	12EA3	41	50	82	7	8	20	39
40	100023	Worrell, Cameron	12EA3	38	50	76	8	8	28	39
41										
42										

Excel spreadsheet for a task.

Markbook Tasks - Assign Marks to Student's Reports

Markbook Tasks Task ID: 1250
Task Creator: Jane Denbigh
You are logged in as : DENJ

7 07EN Task 1 1 Suggest 50 Change 07EN1 Rev P Berman

Academic Year Course Code Class Code Task Name Task # Out Of

2016 2 English 15/04/2016

Assessment Year Assessment Term Faculty Assignment Date Due Date

Exam Scale Marks

Current Reporting Period: Semester Two 2016

Statistics		Gradings														
Task Avg	StDev	A+	A	A-	B+	B	B-	C+	C	C-	D+	D	D-	E+	E	E-
36.7	7.3	96	89	82	79	72	69	61	59	50	49	48	40	39	30	0
Min 26	Max 49															

Grade by: Mark Rank

Ensure there is a reporting period for this Course.

Assign to Student's Reports

Course Mark Exam Mark

Class Mark

Marks Destination

Last posted to Reports by: at

** 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 rank 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.

Recalculate

Last recalculated by: Jane Denbigh at 21/09/2016 4:42:34 PM

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

Markbook Tasks - Assign Marks to Reports

Williams, Fiona 07EN1 32 50 E 64 32 12/14 36/56 E

Wickramasinghe, 13/14 48/56 E-

Bardsley, Tiffany 14/14 54/56 E-

Warning

Are you sure you wish to send these results to the field in the current reports for these classes?

Cancel Yes

Assign to Student's Reports

Course Mark Exam Mark

Class Mark

Marks Destination

Last posted to Reports by: at

** 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 rank 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.

Recalculate

Last recalculated by: Jane Denbigh at 21/09/2016 4:42:34 PM

Click Yes to add Exam marks for current reports.

Wickramasinghe, 13/14 48/56 E-

Bardsley, Tiffany 14/14 54/56 E-

Message

Done

OK

Assign to Student's Reports

Course Mark Exam Mark

Class Mark

Marks Destination

Last posted to Reports by: at

** 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 rank 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.

Recalculate

Last recalculated by: Jane Denbigh at 21/09/2016 4:42:34 PM

Once successfully assigning marks to a students report a popup box will appear saying that the process is "Done", Click Ok to continue.

Reports Menu Back Select Class Print Class Proof Marks Only Comments Only Outcomes Only Show All Perform Checks Comment Bank Course Outcomes

Semester Two 2016 - Class Reports for 12ME1 - Mathematics Extension 1 - Ms J Kearsley - Record 2 of 4

Price, William

Semester Two 2016 Semester 1 2016 Semester One 2015 Individual Student Report

	Course Mark	Course Ave	Course Rank	Exam Mark	Exam Ave	Exam Rank	Course Grade
	56	71		72	71		C

Learning Outcomes

Applies appropriate techniques of trigonometry and calculus. Good

Determines areas and volumes using integration and approximation methods. Satisfactory

Personal Profile

Actively engages in her own learning. Grade

Plans and manages her work effectively. Grade

Comments

<Name> approaches this subject in a conscientious manner and satisfactorily completes set tasks. In lessons, <he> is focussed and involved. Unfortunately, <his> diligent efforts throughout the semester are not reflected in <his> examination

Comment # 11

Insert

Insert

Reset Outcomes

Incomplete Report

524 Characters
500 Max.
Check Length

Marks added to reports.

Markbook Groups - New Group

Main Menu Back Classes Current Students Staff Details

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

Used to group tasks.

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

Markbook Groups - Adding Tasks to a Group

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

Markbook Groups - Add Task

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

Markbook Groups - Adding Weighting

The screenshot shows the 'Markbook Groups' interface. At the top, it displays 'Semester 1 Group' for course '10CM' in '2016'. Below this, there are statistics for 'Task Avg' (72.5) and 'StdDev' (10.9), and a 'Grading' section with 'Mark' selected. A table shows 'Tasks Contributing to Group' with columns for Task Name, Course Code, StdDev, Average, Out Of, Task Weighting, and # Students. Two tasks are listed: 'Commerce Course Task 1' (60 weight) and 'Commerce Course Task 2' (40 weight). The total weightings are 100. A 'Calculate Results' button is visible at the bottom right.

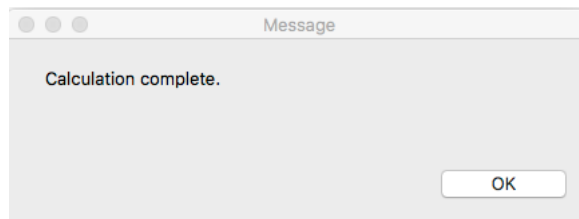
Add the Task Weightings for each task. Weightings must equal 100.

Markbook Groups - Weighting

This screenshot shows the same 'Tasks Contributing to Group' table as the previous image, but with the 'Task Weighting' column being edited. The first task, 'Commerce Course Task 1', has a weight of 60. The second task, 'Commerce Course Task 2', has a weight of 20. A third task, 'ten see em one', also has a weight of 20. The total weightings are still 100. The 'Calculate Results' button at the bottom right is highlighted with a red box.

Weightings equaling 100. Click to "Calculate Results".

Markbook Groups - Calculating Group



A pop-up will appear once the Calculation process has been successfully completed, Click OK to continue.

Markbook Groups - Composite Student Results

Tasks Contributing to Group		Composite Student Results					Student Task Results		
Sort Students by: <input checked="" type="radio"/> Name <input type="radio"/> Rank		Student Name	Class	Mark	Mark Scaled	Grade	Class Rank	Task Rank	Comment
Brice, Sunali	10CM1	65.4	65.4	C	8/30	8/30			
Campbell, Jay	10CM1	47.4	47.4	E+	24/30	24/30			
Carvalho, Gray	10CM1	55.2	55.2	D	19/30	19/30			
Chen, Hai	10CM1	73.4	73.4	C+	3/30	3/30			
Cooper, Harjiwanjot	10CM1	47.6	47.6	E+	23/30	23/30			
Day, Anne	10CM1	55.8	55.8	D	18/30	18/30			
Desmond, Sonia	10CM1	65.2	65.2	C	10/30	10/30			
Edgerley, Saad	10CM1	76.4	76.4	B-	1/30	1/30			
Field, Sinthu	10CM1	65.4	65.4	C	8/30	8/30			
Garnock, Sophie	10CM1	61.0	61.0	C-	13/30	13/30			
Hoad, Lydia	10CM1	58.6	58.6	D+	16/30	16/30			
Hopton, Samantha	10CM1	74.4	74.4	B-	2/30	2/30			
Hu, Aarthi	10CM1	45.8	45.8	E+	27/30	27/30			

Sort Results by Name or Rank.

Markbook Groups - Student Task Results

Tasks Contributing to Group		Composite Student Results			Student Task Results	
Student Name	Commerce Course Task 1	Commerce Course Task 2	ten sec em one			
Brice, Sunali	41	81				
Campbell, Jay	26	81				
Carvalho, Gray	33	78				
Chen, Hai	48	79				
Cooper, Harjiwanjot	31	52				
Day, Anne	32	87				
Desmond, Sonia	39	92				
Edgerley, Saad	48	94				
Field, Sinthu	46	51				
Garnock, Sophie	41	59				
Hoad, Lydia	40	53				
Hopton, Samantha	48	84				
Hu, Aarthi	29	55				
Jones, Nicholas	32	93				
Karapanagos, Quinten	47	57				
Keighley, Sarah	26	66				
Madin, Timothy	48	61				

Displays the task that contribute 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

2016 | 1 | 10 | 100M | Semester 1 Group | HSIE | Group ID: 342
 Assessment Year | Assessment Term | Academic Year | Course Code | Group Name | Faculty | Group Creator: Jane Denbigh
 You are logged in as: DENJ

Exam Scale Marks

Reporting Period: Semester Two 2016

Statistics: Task Avg 58.5, StdDev 9.8, Min 44.4, Max 76.4

Grading: Grade by: Mark Rank

A+ | A | A- | B+ | B | B- | C+ | C | C- | D+ | D | D- | E+ | E | F- | F

Student Name	Class	Mark	Mark Scaled	Grade	Class Rank	Task Rank	Comment
Brico, Sunali	100M1	65.4	65.4	C	8/30	8/30	
Campbell, Jay	100M1	47.4	47.4	E+	24/30	24/30	
Carvalho, Gray	100M1	55.2	55.2	D	19/30	19/30	
Chen, Hai	100M1	73.4	73.4	C+	3/30	3/30	
Cooper, Harjwanjot	100M1	47.6	47.6	E+	23/30	23/30	
Day, Anne	100M1	55.8	55.8	D	18/30	18/30	
Desmond, Sonia	100M1	65.2	65.2	C	10/30	10/30	
Edgerley, Saad	100M1	76.4	76.4	B-	1/30	1/30	
Field, Sinthu	100M1	65.4	65.4	C	8/30	8/30	
Garnock, Sophie	100M1	61.0	61.0	C-	13/30	13/30	
Hoed, Lydia	100M1	58.6	58.6	D+	16/30	16/30	
Hopton, Samantha	100M1	74.4	74.4	B-	2/30	2/30	
Hu, Aarshi	100M1	45.8	45.8	E+	27/30	27/30	
Jones, Nicholas	100M1	57.0	57.0	D+	17/30	17/30	
Karapanagos, Quinten	100M1	67.8	67.8	C	6/30	6/30	
Keighley, Sarah	100M1	44.4	44.4	E+	30/30	30/30	
Madin, Timothy	100M1	69.8	69.8	C+	4/30	4/30	
Mansfield, Alexander	100M1	47.4	47.4	E+	24/30	24/30	
Maskell-Knight, Benjamin	100M1	46.6	46.6	E+	26/30	26/30	
Notaras, Sarah	100M1	59.8	59.8	C-	14/30	14/30	
Pham, Paul	100M1	62.4	62.4	C-	12/30	12/30	
Shawton, ChauKhan	100M1	69.4	69.4	C+	5/30	5/30	

Assign to Students' Reports: Course Mark Class Mark Exam Mark

Calculate Results

Last calculated by denbigh at 30/11/2016 10:31:19 AM

When grading by Mark, as the example shows, students that get a mark of A have a Mark that is in the top 20% e.g. 100 to 80. Students that get a B have a mark in the next 20% e.g. 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% e.g. 39 to 20 and E 29 to 0.

2016 | 1 | 10 | 100M | Semester 1 Group | HSIE | Group ID: 342
 Assessment Year | Assessment Term | Academic Year | Course Code | Group Name | Faculty | Group Creator: Jane Denbigh
 You are logged in as: DENJ

Exam Scale Marks

Reporting Period: Semester Two 2016

Statistics: Task Avg 58.5, StdDev 9.8, Min 44.4, Max 76.4

Grading: Grade by: Mark Rank

A+ | A | A- | B+ | B | B- | C+ | C | C- | D+ | D | D- | E+ | E | F- | F

Student Name	Class	Mark	Mark Scaled	Grade	Class Rank	Task Rank	Comment
Brico, Sunali	100M1	65.4	65.4	C	8/30	8/30	
Campbell, Jay	100M1	47.4	47.4	E+	24/30	24/30	
Carvalho, Gray	100M1	55.2	55.2	D	19/30	19/30	
Chen, Hai	100M1	73.4	73.4	C+	3/30	3/30	
Cooper, Harjwanjot	100M1	47.6	47.6	E+	23/30	23/30	
Day, Anne	100M1	55.8	55.8	D	18/30	18/30	
Desmond, Sonia	100M1	65.2	65.2	C	10/30	10/30	
Edgerley, Saad	100M1	76.4	76.4	B-	1/30	1/30	
Field, Sinthu	100M1	65.4	65.4	C	8/30	8/30	
Garnock, Sophie	100M1	61.0	61.0	C-	13/30	13/30	
Hoed, Lydia	100M1	58.6	58.6	D+	16/30	16/30	
Hopton, Samantha	100M1	74.4	74.4	B-	2/30	2/30	
Hu, Aarshi	100M1	45.8	45.8	E+	27/30	27/30	
Jones, Nicholas	100M1	57.0	57.0	D+	17/30	17/30	
Karapanagos, Quinten	100M1	67.8	67.8	C	6/30	6/30	
Keighley, Sarah	100M1	44.4	44.4	E+	30/30	30/30	
Madin, Timothy	100M1	69.8	69.8	C+	4/30	4/30	
Mansfield, Alexander	100M1	47.4	47.4	E+	24/30	24/30	
Maskell-Knight, Benjamin	100M1	46.6	46.6	E+	26/30	26/30	
Notaras, Sarah	100M1	59.8	59.8	C-	14/30	14/30	
Pham, Paul	100M1	62.4	62.4	C-	12/30	12/30	
Shawton, ChauKhan	100M1	69.4	69.4	C+	5/30	5/30	

Assign to Students' Reports: Course Mark Class Mark Exam Mark

Calculate Results

Last calculated by denbigh at 30/11/2016 10:31:19 AM

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

Markbook Groups - Export to excel

Student Name	Class Code	Mark Scaled stored
Al Ghardaqa, Nancy	12EA6	91.97
Allnutt, Andrea	12EA5	91.4
Anderson, Alexia	12EA4	67.74
Bhargava, Rahul	12EA5	89.78
Bishop, Shriya	12EA1	93.29
Cameron, Jessica	12EA6	76.02
Ciccarone, Suyeon	12EA3	86.52
Davies, Henry	12EA1	41.6
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	12EA4	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	12EA1	90.66
Tridgell, Stephen	12EA4	88.75
Triglia, Connie	12EA6	92.12
Wallner, Holly	12EA3	70.74
Worrell, Cameron	12EA3	81.47

Excel sheet export.

Markbook Groups - Print

Markbook Groups

2016 | 1 | 10 | 10CM | Semester 1 Group | HSIE | Faculty

Group ID: 342
Group Creator: Jane Denbigh
You are logged in as : DENJ

Exam Scale Marks

Reporting Period: Semester Two 2016

Tasks Contributing to Group

Sort Students by: Name Rank

Student Name

Brice, Sunali	10CM1	65.4	65.4	C	8/30	8/30	
Campbell, Jay	10CM1	47.4	47.4	E+	24/30	24/30	
Carvalho, Gray	10CM1	55.2	55.2	D	19/30	19/30	
Chen, Hai	10CM1	73.4	73.4	C+	3/30	3/30	

Grading: Grade by: Mark Rank

A+	A	A-	B+	B	B-	C+	C	C-	D+	D	D-	E+	E	E-
94	89	86	82	78	74	69	64	59	56	53	50	36	18	0

Student Task Results

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	80.6	Min	41.6
StDev	11.3	Max	96.1

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

Number of students: 39

as at 3/07/2012

Markbook Group - Sorted by Class Rank.

Markbook Groups - Assigning Group Marks to Reports

The screenshot shows the Markbook Groups interface. At the top, there are navigation icons for Finder, Main Menu, Back, Markbook Menu, Search for Group, Delete Group, Print, and Export to Excel. On the right, there are icons for Classes, Current Students, and Staff Details. The main header displays 'Markbook Groups'.

Below the header, there are fields for Assessment Year (2016), Assessment Term (1), Academic Year (10), Course Code (10CM), Group Name (Semester 1 Group), and Faculty (HSIE). The Group ID is 342, created by Jane Denbigh. The user is logged in as DENJ.

There are checkboxes for Exam and Scale Marks. A dropdown menu for Reporting Period is set to 'Semester Two 2016'. Statistics show Task Avg (58.5), StDev (9.8), Min (44.4), and Max (76.4). Grading information is also displayed.

The main section is titled 'Composite Student Results' and contains a table of student marks. The table has columns for Student Name, Class, Mark, Mark Scaled, Grade, Class Rank, Task Rank, and Comment. The 'Assign to Students' Reports' button is highlighted with a red box.

Student Name	Class	Mark	Mark Scaled	Grade	Class Rank	Task Rank	Comment
Brice, Sunali	10CM1	65.4	65.4	C	8/30	8/30	
Campbell, Jay	10CM1	47.4	47.4	E+	24/30	24/30	
Carvalho, Gray	10CM1	55.2	55.2	D	19/30	19/30	
Chen, Hai	10CM1	73.4	73.4	C+	3/30	3/30	
Cooper, Harjwanjot	10CM1	47.6	47.6	E+	23/30	23/30	
Day, Anne	10CM1	55.8	55.8	D	18/30	18/30	
Desmond, Sonia	10CM1	65.2	65.2	C	10/30	10/30	
Edgerley, Saad	10CM1	76.4	76.4	B-	1/30	1/30	
Field, Sinthu	10CM1	65.4	65.4	C	8/30	8/30	
Garnock, Sophie	10CM1	61.0	61.0	C-	13/30	13/30	
Hoad, Lydia	10CM1	58.6	58.6	D+	16/30	16/30	
Hopton, Samantha	10CM1	74.4	74.4	B-	2/30	2/30	
Hu, Aarthi	10CM1	45.8	45.8	E+	27/30	27/30	
Jones, Nicholas	10CM1	57.0	57.0	D+	17/30	17/30	
Karapanagos, Quinten	10CM1	67.8	67.8	C	6/30	6/30	
Keighley, Sarah	10CM1	44.4	44.4	E+	30/30	30/30	
Madin, Timothy	10CM1	69.8	69.8	C+	4/30	4/30	
Mansfield, Alexander	10CM1	47.4	47.4	E+	24/30	24/30	
Maskell-Knight, Benjamin	10CM1	46.6	46.6	E+	26/30	26/30	
Notaras, Sarah	10CM1	59.8	59.8	C-	14/30	14/30	
Pham, Paul	10CM1	62.4	62.4	C-	12/30	12/30	
Predton, ShanShan	10CM1	69.4	69.4	C+	5/30	5/30	

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

The screenshot shows the same Markbook Groups interface as above, but with a warning dialog box open. The dialog box contains the text: 'Are you sure you wish to send these results to the Course Mark field in the current reports for these classes?'. There are 'Cancel' and 'Yes' buttons. The 'Assign to Students' Reports' button is highlighted with a red box.

Click yes to confirm.

Message

Calculation complete.

OK

Hopton, Samant					2/30
Hu, Aarthi					27/3
Jones, Nicholas					17/3
Karapanagos, Q					6/30
Keighley, Sarah					30/3
Madin, Timothy					4/30
Mansfield, Alexa					24/3
Maskell-Knight, Benjamin	10CM1	46.6	46.6	E+	26/30
Notaras, Sarah	10CM1	59.8	59.8	C-	14/30
Pham, Paul	10CM1	62.4	62.4	C-	12/30
Preston, ShanShan	10CM1	69.4	69.4	C+	5/30

Assign to Students' Reports

Course Mark Exam Mark
 Class Mark

Marks Destination

Last posted to Reports by at

Marks are recalculated before being assigned to reports, after which a pop-up box will appear saying "Calculation Complete". Click "OK" to continue.

Semester One 2015 - Individual Student Report for Paul Pham - Record 1 of 3

Student ID: 103129, Surname: Pham, Given Names: Paul Beaumont, Preferred Name: Paul, TGroup: 10.3

Reporting Period: Semester One 2015, Year: 10, House: , House Mother: , Tutor: Ms M Bird

Class Code	Class Name	Teacher	Course Grade	Course Mark	Exam Mark
10MA6	Mathematics	Mrs G Balean	C	98	66
10SC5	Science	Ms R Hallett	A	72	86
10RE1	Religion	Mrs A Sowden	C	89	40
10HI1	History	Mrs A Sowden	D	83	61

Subject Comments and Marks

10MA6 Mathematics Mrs G Balean C 98 66
 Paul has achieved outstanding results in both practical and theory work.

10SC5 Science Ms R Hallett A 72 86
 Paul is an enthusiastic and motivated student. His attitude and application to work are commendable and this has been reflected in his examination result and course mark. Paul has demonstrated good problem solving skills and

10RE1 Religion Mrs A Sowden C 89 40
 It is pleasing to read <Name's> positive comments made by his teachers. He presents himself well and conducts his interactions with both teachers and peers in a respectful manner. Although his academic progress has been

10HI1 History Mrs A Sowden D 83 61
 Paul enjoys this subject and always works with enthusiasm and to the best of his ability. Paul has produced a good standard of practical and theory work. One area for potential improvement is Paul's examination preparation. He

Save Troubleshooting... Print...

Marks assigned to report.

Assessment Calendar

The screenshot shows the 'MarkBook Menu' interface. At the top, there is a dark blue header with navigation icons: 'Main Menu' (home icon), 'Back' (left arrow), 'Classes' (group of people icon), 'Current Students' (single person icon), and 'Staff Details' (group of people icon). The title 'MarkBook Menu' is centered in the header. Below the header, there are seven yellow buttons arranged in three rows. The first row contains 'MarkBook Tasks', 'MarkBook Groups', and 'MarkBook Print Menu'. The second row contains 'New MarkBook Task', 'New MarkBook Group', and 'Assessment Calendar' (which is highlighted with a red rounded rectangle). The third row contains 'Import MarkBook Tasks from Spreadsheet' and 'Add Tasks to Calendar'.

Create an Assessment Calendar for Students.

The screenshot shows the 'Assessment Calendar Selection' form. At the top, there is a dark blue header with navigation icons: 'Main Menu' (home icon), 'Back' (left arrow), 'Markbook Menu' (calendar icon), 'Outcome Bank' (list icon), 'Classes' (group of people icon), 'Current Students' (single person icon), and 'Staff Details' (group of people icon). The title 'Assessment Calendar Selection' is centered in the header. Below the header, there are three numbered sections for data entry:

- 1. Required**
Assignment Date or Due Date Assignment Date Due Date
Start Date:
End Date:
- 2. Optional**
Assessment Year:
Academic Year:
- 3. Optional**
Class or Course Class Course
Class Code:
Course Code:

At the bottom right, there is a yellow button labeled 'Find and Print'.



Denbigh Demonstration School
Assessment Calendar by Assignment Date
Sun, 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		Preliminary Assessment
Thursday, 2 August 2012			
Year 12	12EA		Trial Exam
Wednesday, 15 August 2012			
Year 12	12EA		Final Assessment

Markbook Tasks - Add Tasks to Calendar

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

date	week	start time	end time	user	title	rooms	type
15/6/2016	W24	4:00 pm	~ 4:00 pm	YMorc	Academic Report submission	15/6/2016	Reports
17/6/2016	W24	1:00 pm	~ 3:30 pm	YMorc	Subject Information Day	17/6/2016	General
17/6/2016	W24	10:30 am	~ 12:30 pm	YMorc	Subject Information Day	17/6/2016	General
15/8/2016	W33			YMorc	Trial HSC Examinations	26/8/2016	Exams
17/8/2016	W33			YMorc	End of Preliminary Examinations	26/8/2016	Exams
15/9/2016	W37			LGodd	Winter Sports Carnival	15/9/2016	Event
16/9/2016	W37			SRatr	Year 12 Graduation	16/9/2016	Event
10/10/2016	W41			LGodd	Cadet Bivouac	12/10/2016	Co-Curricular
10/10/2016	W41			LTerre	Community Service	12/10/2016	General
10/10/2016	W41				Peer Support	12/10/2016	General
4/5/2016	W18						General
4/5/2016	W18	11:30 am	~ 12:30 pm	ARMG	Year 8 Math Competition		General
5/5/2016	W18	2:36 pm		PINL	Year 10 Music Night		REH
9/6/2016	W23	2:36 pm		PINL	Year 10 Music Night		REH
10/8/2016	W32				test		Secondary
17/8/2016	W33	10:00 am	~ 1:00 pm		Cher Excursion	17/8/2016	Assess - Yr 12
11/8/2016	W32	8:00 am	~ 5:00 pm		Music Camp		Camps
27/7/2016	W30	9:00 am	~ 3:30 pm		Test 1234	27/7/2016	Academic
16/8/2016	W33	1:00 am	~ 12:00 pm		test1	16/8/2016	Incursion
10/8/2016	W32	10:00 am	~ 1:00 pm		Museum Excursion	10/8/2016	Excursion
17/10/2016	W42	8:30 am	~ 2:30 pm		Year 12 Geography excursion to Bondi	17/10/2016	Excursion
13/10/2016	W41	8:00 am	~ 3:20 pm		Project X!	13/10/2016	Academic
26/10/2016	W43						Exam
24/10/2016	W43				Hsc Exam block		Exam
25/10/2016	W43				Hsc Exam block		Exam
26/10/2016	W43				Hsc Exam block		Exam
27/10/2016	W43				Hsc Exam block		Exam
28/10/2016	W43				Hsc Exam block		Exam
31/10/2016	W44				Hsc Exam block		Exam
1/11/2016	W44				Hsc Exam block		Exam
2/11/2016	W44				Hsc Exam block		Exam
3/11/2016	W44				Hsc Exam block		Exam
4/11/2016	W44				Hsc Exam block		Exam
17/10/2016	W42				Hsc Exam block		Exam
18/10/2016	W42				Hsc Exam block		Exam
19/10/2016	W42				Hsc Exam block		Exam
20/10/2016	W42				Hsc Exam block		Exam
31/10/2016	W44				Assessment Free for 7 - 12		General
1/11/2016	W44				Assessment Free for 7 - 12		General
2/11/2016	W44				Assessment Free for 7 - 12		General
3/11/2016	W44				Assessment Free for 7 - 12		General
4/11/2016	W44				Assessment Free for 7 - 12		General
5/11/2016	W44				Assessment Free for 7 - 12		General
6/11/2016	W44				Assessment Free for 7 - 12		General
7/11/2016	W45				Assessment Free for 7 - 12		General

Markbook Tasks in the Calendar.

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

The screenshot shows the 'Markbook Tasks' interface. The 'View as List' button in the top navigation bar is circled in red. Below the navigation bar, there are fields for Assessment Year (2016), Academic Year (7), Assessment Term (2), Course Code (07EN), Class Code, Task Name (Task 1), Task # (1), Out Of (50), and Due Date (15/04/2016). There are also checkboxes for Exam and Scale Marks. On the right, there is a list of class teachers and a statistics table.

Statistics		Grading														
Task Avg	StDev	A+	A	A-	B+	B	B-	C+	C	C-	D+	D	D-	E+	E	E-
36.7	7.3	96	89	82	79	72	69	61	59	50	49	48	40	39	30	0
Min 26	Max 49															

Go into a task and click to View as list.

The screenshot shows the 'Markbook Tasks - Current Tasks' interface. The 'Locate Task' button in the top navigation bar is circled in red. Below the navigation bar, there is a table with columns for Assessment Year, Academic Year, Assessment Term, Course Code, Class Code, Task Name, Task #, Out Of, Faculty, Assignment Date, and Due Date. The first row shows: 2016, 7, 2, 07EN, Task 1, 1, 50, English, 15/04/2016.

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

The screenshot shows the 'Markbook Tasks - Current Tasks' interface. The 'Export Task Lists to Excel' button in the top navigation bar is circled in red. Below the navigation bar, there is a table with columns for Assessment Year, Academic Year, Assessment Term, Course Code, Class Code, Task Name, Task #, Out Of, Faculty, Assignment Date, and Due Date. The first row shows: 2016, 7, 2, 07EN, Task 1, 1, 50, English, 15/04/2016.

Click to Export to Excel.

Export of Tasks for a Course

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

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

The screenshot shows the 'Markbook Tasks' interface. A red box highlights the 'Scale Marks' dialog box. The dialog is titled 'Scale Marks' and has a 'Close' button. It contains the following fields and options:

- Scale By:** Course
- Using Algorithm:** Multi-Linear Mapping
- Target:** Min: 50, Max: 80
- Statistics:** Avg: 33.0, StDev: 12.5, Task Avg: 36.7, StDev: 7.3, Min: 26, Max: 49
- To:** 1 Decimal Places

Below the dialog, the 'Student Results' table is visible, showing a list of students with their raw marks and scaled marks.

Student Name	Class	Mark Raw	Out Of	Estimate**	Exclude	Mark %	Mark Scaled	Class Rank	Task Rank	Task Grade	Comment
Rivers, Skye	07EN1	49	50			98	54	1/14	1/56	A+	
Bryan, Sarah	07EN1	48	50			96	52.3	2/14	2/56	A+	
Fulton, Ian	07EN1	46	50			92	48.9	3/14	8/56	A-	
Hatton, Caspian	07EN1	44	50			88	45.5	4/14	13/56	B	
MacLellan, James	07EN1	44	50			88	45.5	4/14	13/56	B	
Sherwin, Marie	07EN1	42	50			84	42	6/14	16/56	B-	
Dawson, Stephen	07EN1	39	50			78	36.9	7/14	22/56	C	
Palmer, Ellena	07EN1	39	50			78	36.9	7/14	22/56	C	
Gardiner-Garden, Lauren	07EN1	38	50			76	35.2	9/14	25/56	C-	
Shirley, David	07EN1	38	50			76	35.2	9/14	25/56	C-	
Sellwood, Sitina	07EN1	33	50			66	26.7	11/14	35/56	E	
Williams, Fiona	07EN1	32	50			64	25	12/14	36/56	E	
Wickramasinghe, Gary	07EN1	28	50			56	18.2	13/14	48/56	E-	
Bardsley, Tiffany	07EN1	26	50			52	14.8	14/14	54/56	E-	

Enter a target minimum and maximum, 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.

It is calculated thus:

$$\text{scaleFactor} = (\text{targetmax} - \text{targetmin}) / (\text{rawmax} - \text{rawmin})$$

$$\text{markScaled} = \text{targetmin} + (\text{ScaleFactor} \times \text{rawMark})$$

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 maxim	target minimum	target maximum
0	20	50	60
21	30	61	70
31	40	71	90
41	50	91	100