Qwickly

Needs Grading

This document describes how to utilize the Qwickly tool in Blackboard to grade items via the Needs Grading link. The Qwickly tool allows faculty to grade item submissions in multiple courses and/or organizations within the Qwickly tool.

Instructions
1. Access the Qwickly module under the My San Jac tab in Blackboard.

2. Click on the Needs Grading link.
3. Any existing courses that have items to be graded will then populate under the Needs Grading Qwickly tool link.

4. Clicking on the course site link, as shown in Step 3, will lead to the submissions that need to be graded for that course site.
5. In order to grade the submissions, click the name of the user next to the item name below **User Attempt**. This leads to the submission for grading.

![Needs Grading](image1)

6. Upon providing feedback and assigning a grade, click **Exit** to navigate back to the remaining course submissions that need to be graded.

![Feedback and Grade Entry](image2)