

Calculate the course result for an individual student

There are three ways you can calculate an individual student. Each of these methods start in the Process Course Results screen:

Publish provisional marks

Publish provisional marks for components of coursework assessments to be visible to students and staff.

Calculate course marks

Calculate students' final marks for the course. Components which have been disregarded for special circumstances will not be included in this calculation.

Calculated marks are **not** automatically published.

Note that you can now calculate course marks through the "process course results" page below.

Process course results

Calculate marks and amend calculated marks. Ratify final marks and publish them to students and the Student Hub. Track the status of each student's mark.

Choose any of the following ways to calculate an individual student:

1. Find the student and click the calculate button beside their name

This button is only available when you're calculating the student for the first time.

<input type="checkbox"/>	Student Number	Exam number	Name	Special circumstances	Sit	Calculated Result	Ratified Result	Published Result
<input type="checkbox"/>				N/A	First	0 (H) ✓	Ratify	Publish
<input type="checkbox"/>				N/A	First	0 (H) ✓	Ratify	Publish
<input type="checkbox"/>				N/A	First	0 (H) ✓	Ratify	Publish
<input type="checkbox"/>				N/A	First	0 (H) ✓	Ratify	Publish
<input type="checkbox"/>				N/A	First	Calculate	Ratify	Publish
<input type="checkbox"/>				N/A	First	Calculate	Ratify	Publish
<input type="checkbox"/>				N/A	First	Calculate	Ratify	Publish

2. Find and select the student, click the Action menu and select Calculate

The screenshot shows a table with columns: Student Number, Exam number, Name, Special circumstances, Sit, Calculated Result, Ratified Result, and Published Result. The 'Action' dropdown menu is open, showing options like 'Calculate', 'Change grades', 'Reset to calculated result', 'Ratify', 'Unratify', 'Publish', 'Unpublish', 'Add flag', 'Remove flag', 'Remove scaling', and 'Undo result'. The 'Calculate' option is highlighted with a red box and an arrow.

3. Find the student and click their little i button. In their individual assessment record click Calculate

The screenshot shows the same table as above. The 'i' button (information icon) for the student in the fifth row is highlighted with a red box.

The screenshot shows the individual assessment record for 'Audiology and Audiometry' (EDUA11238, 2018/9). It features a 'Course note' field and a 'Save note' button. Below, there is a flow diagram with three boxes: 'CALCULATED RESULT' (Not yet calculated), 'RATIFIED RESULT' (Not yet ratified), and 'PUBLISHED RESULT' (Not yet published). Arrows labeled 'Ratify' and 'Publish' connect the boxes. The 'Calculate' button in the 'CALCULATED RESULT' box is highlighted with a red box and an arrow. Below the flow diagram are labels for 'Entered mark', 'Calculated mark', 'Published mark', and 'Mark change log'.