

## BB User Transcript

In this class, we are heavy users of BB, so you need to know how to access all the feedback and tools the graders use to provide you feedback, as well as checking the status of your submissions.

This video was developed for Data Analysis, but the tools and icons apply to all BB courses.

First, you need to know what you will be graded on. Instructors create rubrics to provide guidance and breakout on what is important for the grades. The easiest place to find a rubric is from the MyGrades page on BB. I have this filter set to 'All' grades, and, as you can see, not much has been submitted, as it is early in the semester. Let's look at Lab 2 for this course. If you click on the View Rubric, the grading rubric appears. I know now how my assignment will be evaluated.

Now let's look at the status of a submission. When I have submitted an assignment to be graded, this gold circle with an exclamation mark shows up. If there are problems uploading, then a blue pie chart shows up. I am unable to simulate that, but here is what the icon looks like.

If there is a red circle with an exclamation point, then an error has happened, and you need to contact your instructor. It is your responsibility to make sure your assignment is submitted correctly, and I suggest you check back again to make sure your assignment is waiting to be graded.

After your work is graded, you should be able to both see the grade AND get feedback. There are several ways to get feedback, and the

icons are different. First, let's look at the balloon. See in this example, Lab 1 has a balloon? Click on it, and the comments come up. To view the details on the rubric, click on the rubric and the results, with any comments are displayed.

If you are told to resubmit, you can't start with the original submission, you must Start Over, and that is found by starting on the original submission location.

To summarize, you can use BB to tell you how your submission will be graded, it's status, and get feedback using a variety of icons.

Here is a summary of the icons, not all of which are used in this course, but you might see them in other courses.