Anonymous Grading in Blackboard

Enable Anonymous Grading

Instructors can use the anonymous grading feature to grade without knowing which student submitted an assignment.

1. To enable Anonymous Grading for an assignment, create a new assignment in any content area and scroll down to **Grading Options**.

2. In the **Grading Options** section, select the **Enable Anonymous Grading** check box.

> **Grading Options**
>
> You can choose to hide student names from submission attempts during grading, making them anonymous. You can also choose to delegate grading to multiple graders. Each grader provides separate grades, feedback and notes to students. Users with the ability to reconcile grades may review all the grades given to a submission and set the official grade for the attempt. By default, instructors have reconciling abilities.
>
> ☐ Enable Anonymous Grading
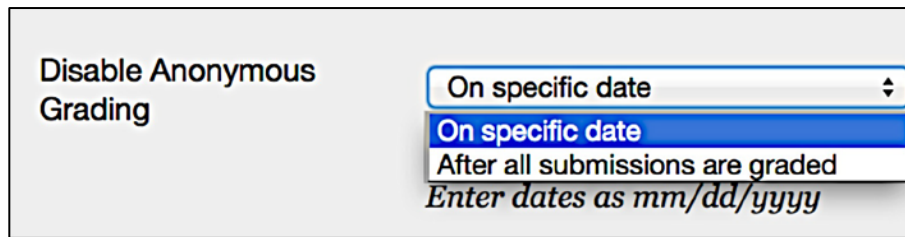> *Student names are hidden during the grading process.*
>
> ☐ Enable Delegated Grading
> *Delegate grading responsibilities to one or more additional grader.*

Note: When submitting an assignment, students are alerted with the below notifying them that anonymous grading is enabled. Instructors can also ask students to refrain from including any information that identifies them, such as their names in assignment instructions.

> Anonymous Grading
>
> **Anonymous grading is currently turned on for this assignment. To remain anonymous, do not include your name or other identifying information in your assignment submission.**

3. Choose when you want to automatically remove students' anonymity:

a) **On specific date**: Select the date you want to disable anonymous grading. The system will automatically begin removing anonymity before the end of that date.

b) **After all submissions are graded**: This option requires you to provide a due date. After students submit attempts, the due date passes, and you have graded the attempts, student anonymity is disabled.

Note: Instructors can manually disable anonymous grading at any time by clearing the **Enable Anonymous Grading** check box. Instructors can turn anonymous grading on and off until a student submits an attempt. After the first submission, instructors can only turn anonymous grading off. If an instructor grades half of the attempts anonymously, then turns off the anonymous setting, the submissions that are graded with displayed names will not be tracked as "Graded Anonymously."

Notifications

Instructors can view the "needs grading" status for anonymously graded assignments in the following areas:

- **Needs Grading** page—user anonymity is preserved in the list

- **Needs Attention** and **Alerts** modules

- **Individual email notifications**

- **SMS, voice, and daily-digest email notifications**

Accessing Anonymous Submissions

You can access assignment submissions that you set for anonymous grading in the Grade Center or on the Needs Grading page.

1. **From the Grade Center**: After the assignment due date has passed or all attempts have been submitted, access the assignment's Grade Center column and click **Grade Attempts**. For columns where anonymous grading is enabled, all cells are grayed out so that you don't know who made submissions.
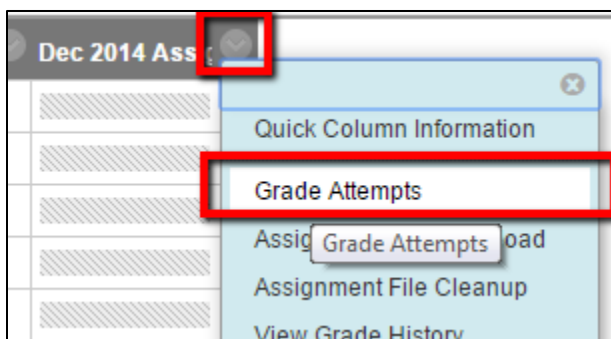
2. **From the Needs Grading page**: In the User Attempt column, all identifying information is replaced with "Anonymous Student" and an attempt ID. Click the down arrow next to an assignment column and click **Grade All Users** to begin grading.
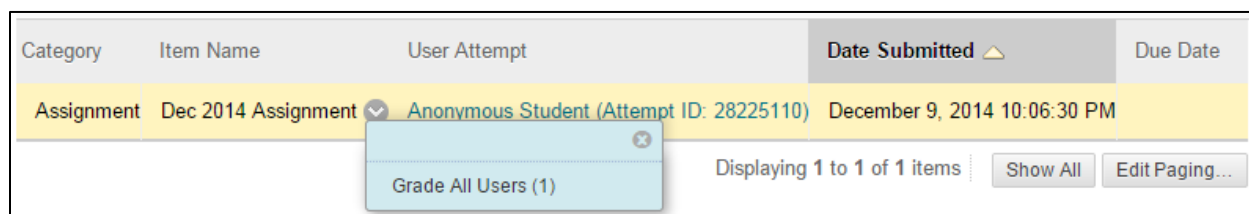
Both locations lead to the **Grade Assignment** page where instructors can view submissions and grade. As an instructor navigates to student each student submission, usernames are replaced with "Anonymous Student" on the action bar. If an attempt was graded anonymously it will be noted in the **grade details** for the instructor and in **My Grades** for Students.

Note: Grades for assignments that are graded anonymously will not appear in calculated columns, Grade Center reports or downloaded grade center data. Anonymous grading must be disabled for this information to appear.

If you have further questions, faculty members can email bb@hunter.cuny.edu or contact the Technology Resource Center at 212-650-3358 and students can contact the Student Help Desk at (212) 650-EMAIL (3624) or studenthelpdesk@hunter.cuny.edu.