Single View Report

Introduction

The **Single View Report** is the most versatile report in myAMES. Teachers can use this report to view student responses, grade assessments, and write feedback.

Where to find the report

A link to the Singel View Report can be found in the myReports section of your myAMES course.

When to use the report

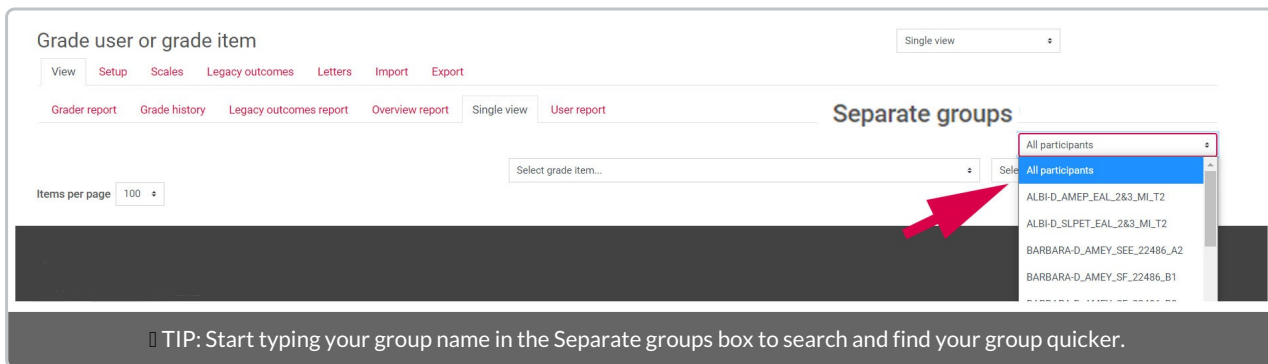Use the Single View for everything to do with assessments.

- Use filters to display the current week's assessments for the entire class, or all assessments for an individual student

- Check completed assessments by clicking on the grade analysis button

- Grade assessments by selecting one of the assessment task outcomes

- And if necessary, add feedback for each assessment task

Grade item view

Grade item view is used when you want to see a whole class's responses to a particular task or assessment.
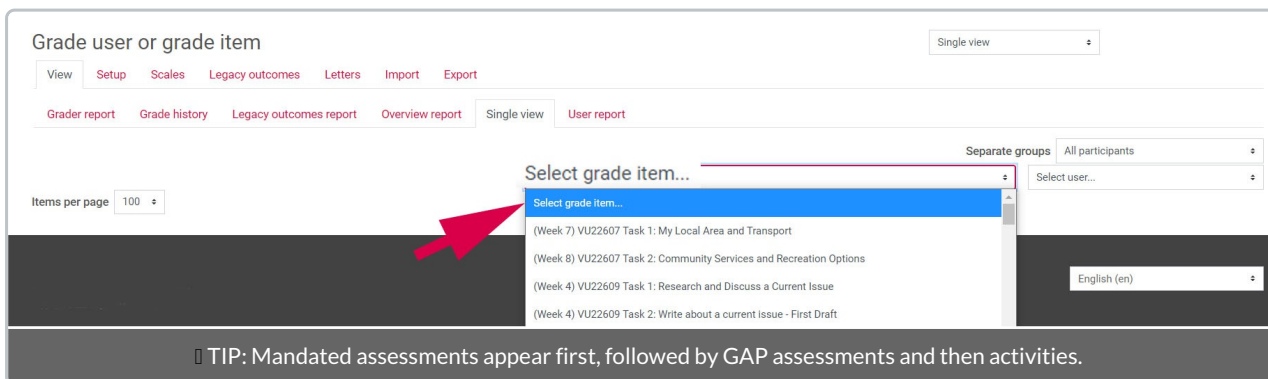
Step one

Filter the results to only show students in your class by selecting your Markbook group in the **Separate groups** box.

Step two

Search or browse the **Grade item** menu and select the activity you want to view.

Step three

From here you can view your student's grades and any feedback you have given on the activity.

Grade item: (Gap) VU22596 - Task 2: Computer health and safety

Single view ⬍

View   Setup   Scales   Legacy outcomes   Letters   Import   Export

Grader report   Grade history   Legacy outcomes report   Overview report   Single view   User report

◄ (VU22596 L2) 8. Exercises for computer users

(Week 1) 1. Zeba wants to learn English ►

Separate groups   NANCY-F_AMEY_SF_22484VIC_A3 ⬍

Select grade item... ⬍

Select user... ⬍

Save

	User full name	Range	Grade	Feedback	Override All / None	Exclude All / None
✏ 👤 ▬▬▬▬		1.00 - 3.00	No grade ⬍ 🔍		☑	☐
✏ 👤 ▬▬▬▬		1.00 - 3.00	No grade ⬍ 🔍		☐	☐
✏ 👤 ▬▬▬▬		1.00 - 3.00	No grade ⬍ 🔍		☐	☐
✏ 👤 ▬▬▬▬		1.00 - 3.00	No grade ⬍ 🔍		☐	☐
✏ 👤 ▬▬▬▬		1.00 - 3.00	No grade ⬍ 🔍		☐	☐
✏ 👤 ▬▬▬▬		1.00 - 3.00	No grade ⬍ 🔍		☐	☐
✏ 👤 ▬▬▬▬		1.00 - 3.00	No grade ⬍ 🔍		☐	☐

 TIP: Click on the pencil icon next to the student's name to switch to Grade user vuew.

Grade user view

Grade user view is used when you want to see a single student's grades and feedback for all the assessments and activities in the course.

Step one

Filter the results to only show students in your class by selecting your Markbook group in the **Separate groups** box.

Grade user or grade item

Single view ⬍

View   Setup   Scales   Legacy outcomes   Letters   Import   Export

Grader report   Grade history   Legacy outcomes report   Overview report   Single view   User report

Separate groups

Items per page   100 ⬍

Select grade item... ⬍   Sele

All participants ⬍

All participants

ALBI-D_AMEP_EAL_2&3_MI_T2

ALBI-D_SLPET_EAL_2&3_MI_T2

BARBARA-D_AMEY_SEE_22486_A2

BARBARA-D_AMEY_SF_22486_B1

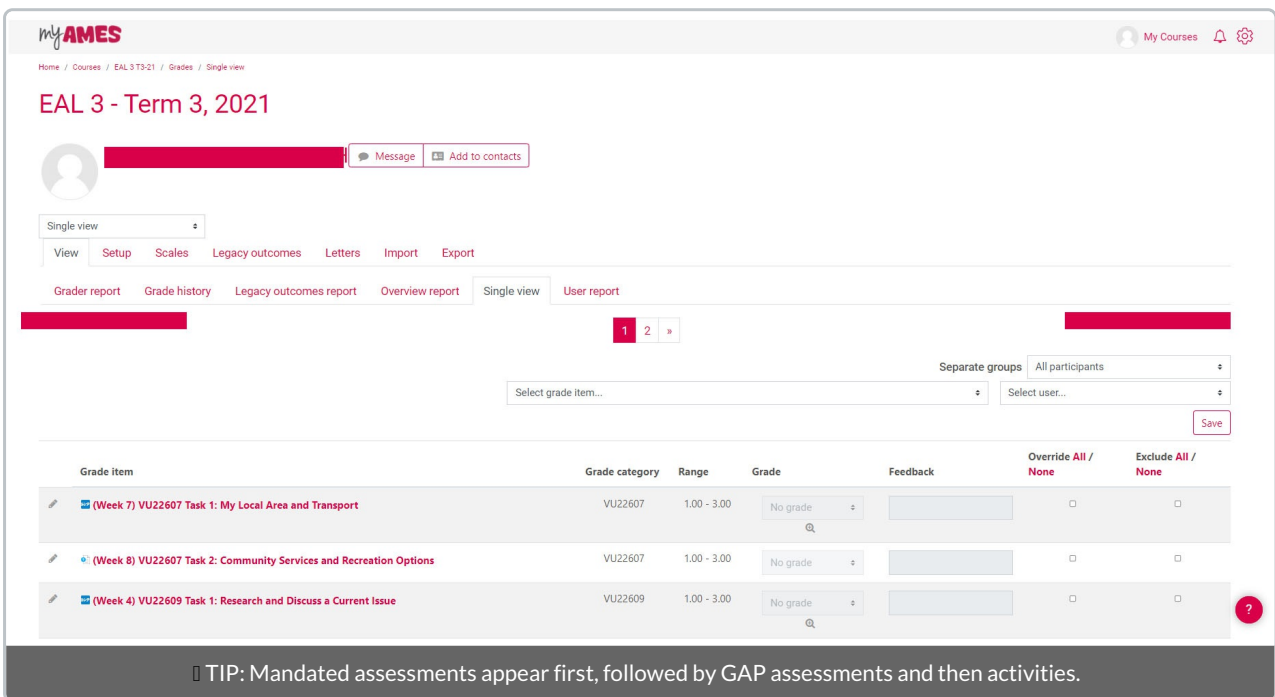 TIP: Start typing your group name in the Separate groups box to search and find your group quicker.

Step two

Search or browse the **User** menu and select the student you want to view.
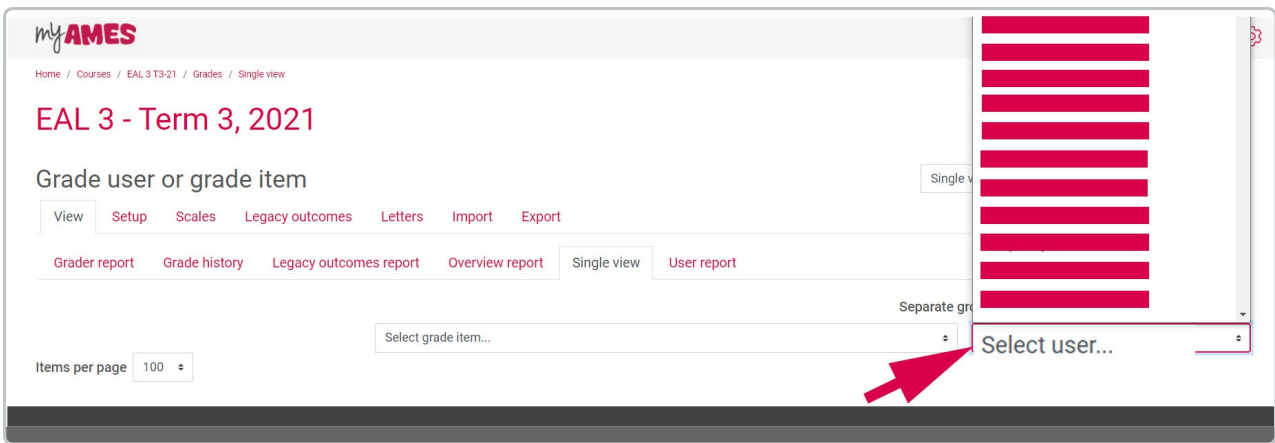
Step three

From here you can view all of a student's grades and any feedback you have given them.
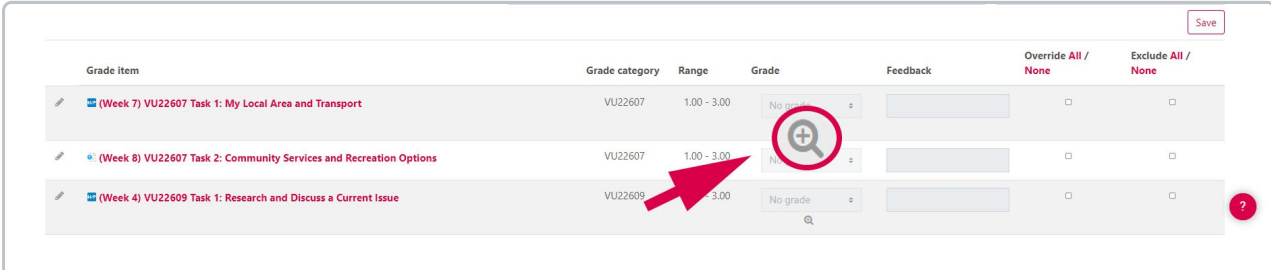

Grades and feedback

Most learning activities are automatically graded out of 100 by the system. Teachers can view students' answers, override system-generated grades and leave feedback.

Assessments are **not** automatically graded by the system. Teachers must review students' responses and assign a grade.

There are 3 possible assessment task outcomes: Satisfactory, Not Satisfactory and Not Attempted.

Viewing student responses

Click the magnifying glass next to a grade in either user or item view to see a detailed report of a student's attempts and responses.
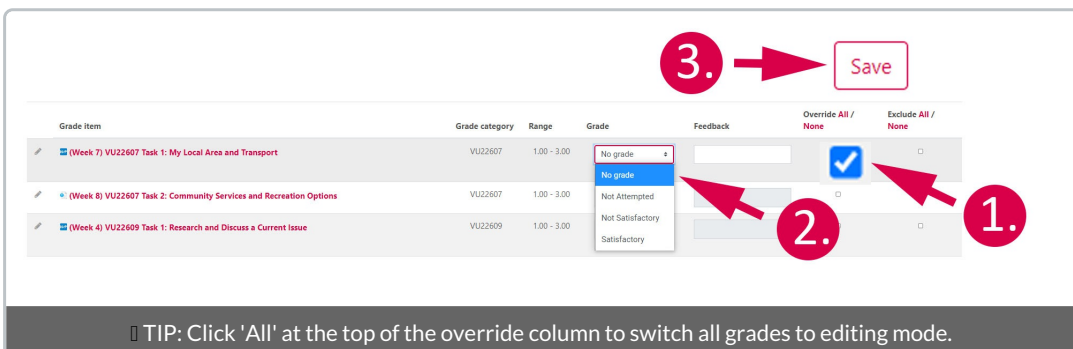

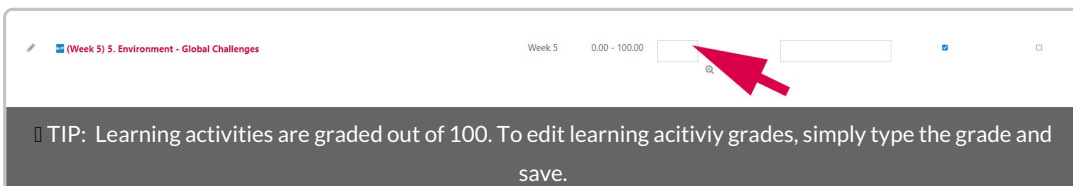🗌 TIP: The detailed report can also be accessed by opening an activiy and clicking on attempts.

Adding grades

First, tick the box in the override column to turn on editing, then select the grade from the drop down menu and click save.

🗌 TIP: Click 'All' at the top of the override column to switch all grades to editing mode.

🗌 TIP: Learning activities are graded out of 100. To edit learning acitiviy grades, simply type the grade and save.

Adding feedback

First, tick the box in the override column to turn on editing, then type your feedback and click save.

Separate groups | All participants ⇅

Select grade item...

3. ➡ ect user... | Save |

Grade item	Grade category	Ra...	Grade	Feedback	Override All / None	Exclude All / None
✎ 📊 (Week 7) VU22607 Task 1: My Local Area and Transport	VU22607		**2.** ➡	need 2nd attempt	✔	☐
✎ ◆ (Week 8) VU22607 Task 2: Community Services and Recreation Options	VU22607	1.00 - 3.00	No grade ⇅		☐	

1.