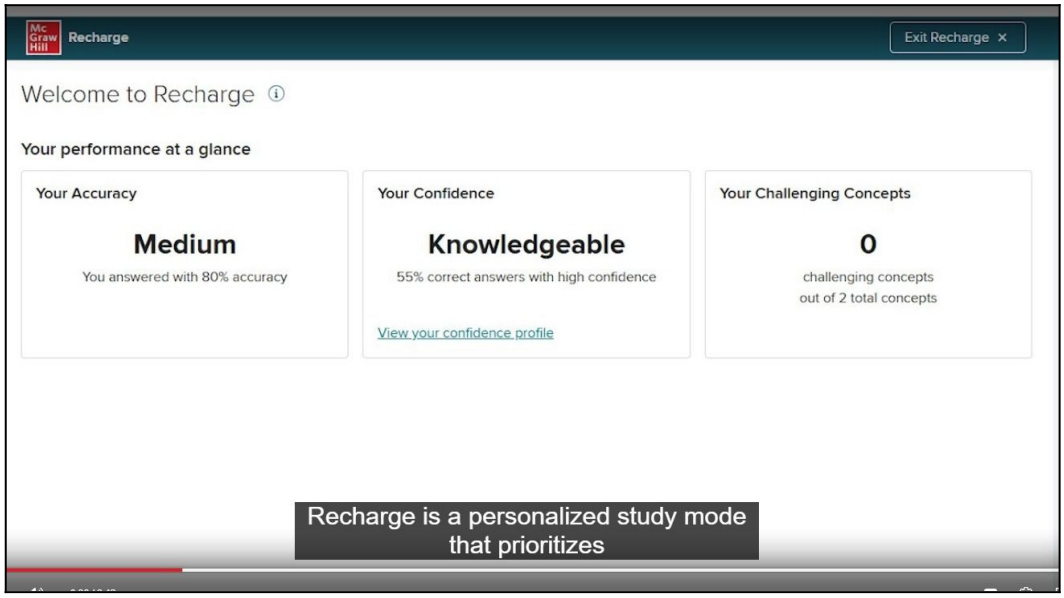
SmartBook: Grading and Recharge for Instructors

This guide shows you how SmartBook scores work, where to find student scores and completion progress, and what students see after the due date passes.

Step 1: How SmartBook Scoring Works

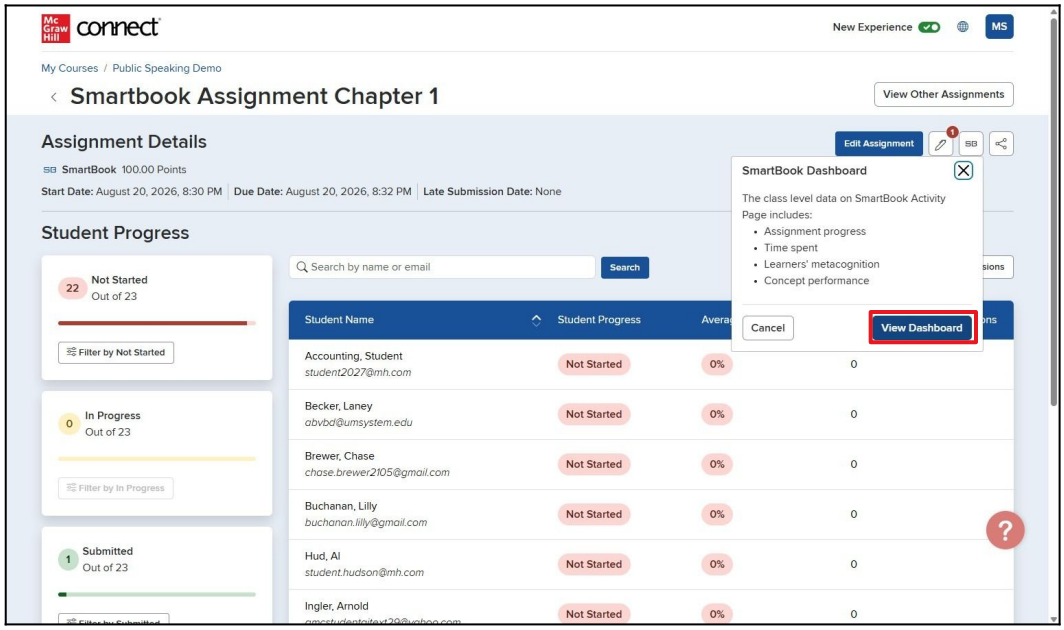
When you assign homework using SmartBook, students earn points toward their scores for work they complete up until the due date. A score locks in when the student either reaches 100% completion or the due date arrives, whichever happens first.

After the due date passes, students can continue to work on a SmartBook assignment in Recharge mode. This work does not affect their original score.



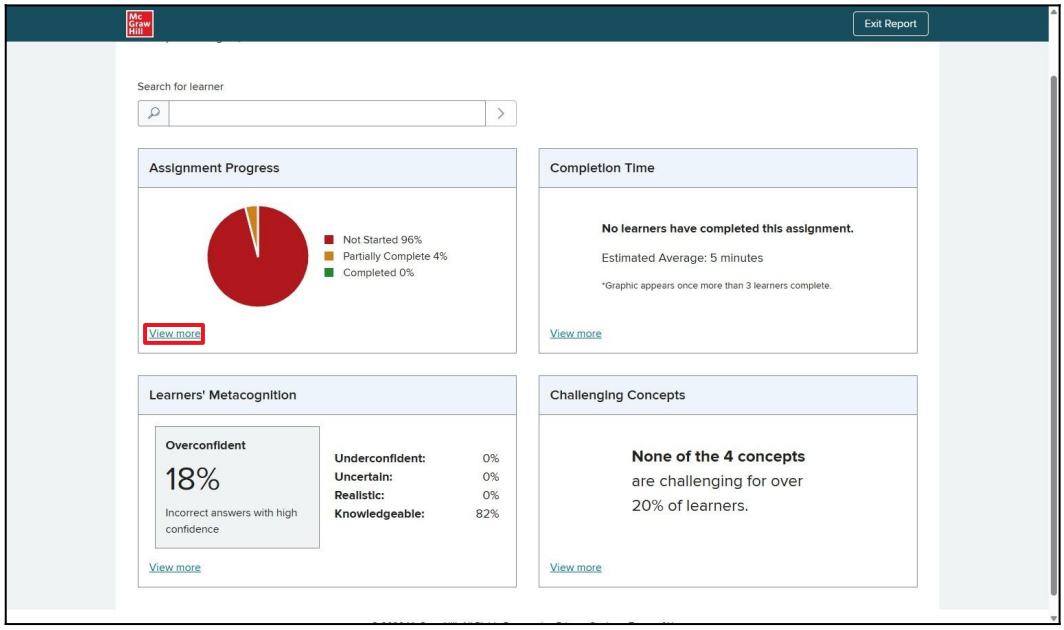
Step 2: Open the SmartBook Report Dashboard

Go to the SmartBook report dashboard. In the **SmartBook Dashboard** window, click **View Dashboard**.



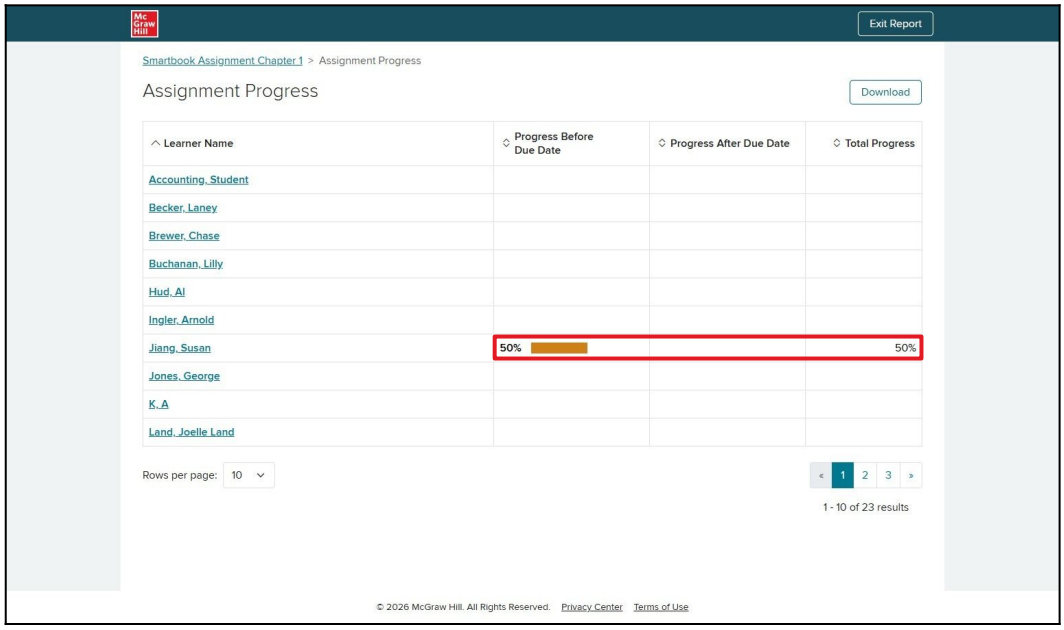
Step 3: View Assignment Progress

Click **View more** on the **Assignment Progress** tile to see the total completion percentage for each student.



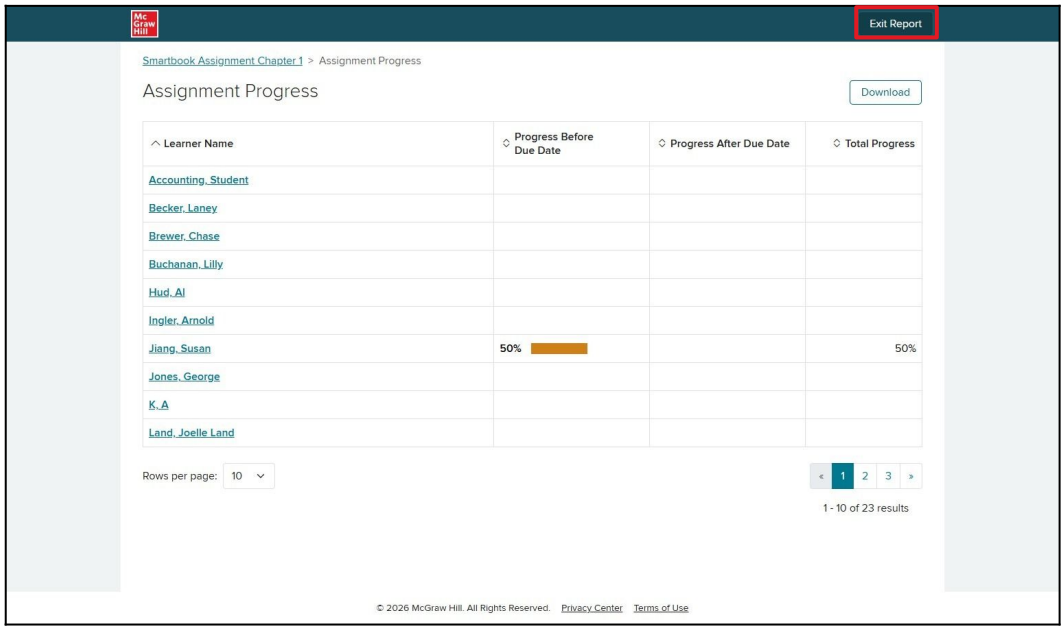
Step 4: Read the Completion Percentage

This percentage includes work completed before the due date for credit and work completed after the due date in Recharge mode for no credit.



Step 5: Exit the Report

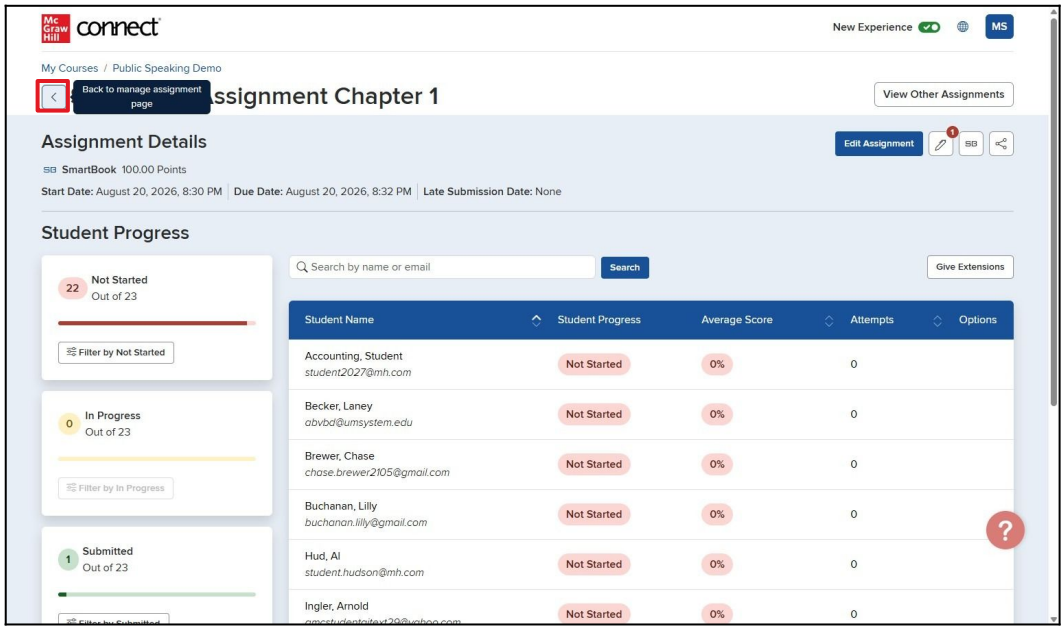
To see a student's score instead of their progress toward completion, click **Exit Report**, and then click **Exit Assignment Report**.



Step 6: Return to Manage Assignments

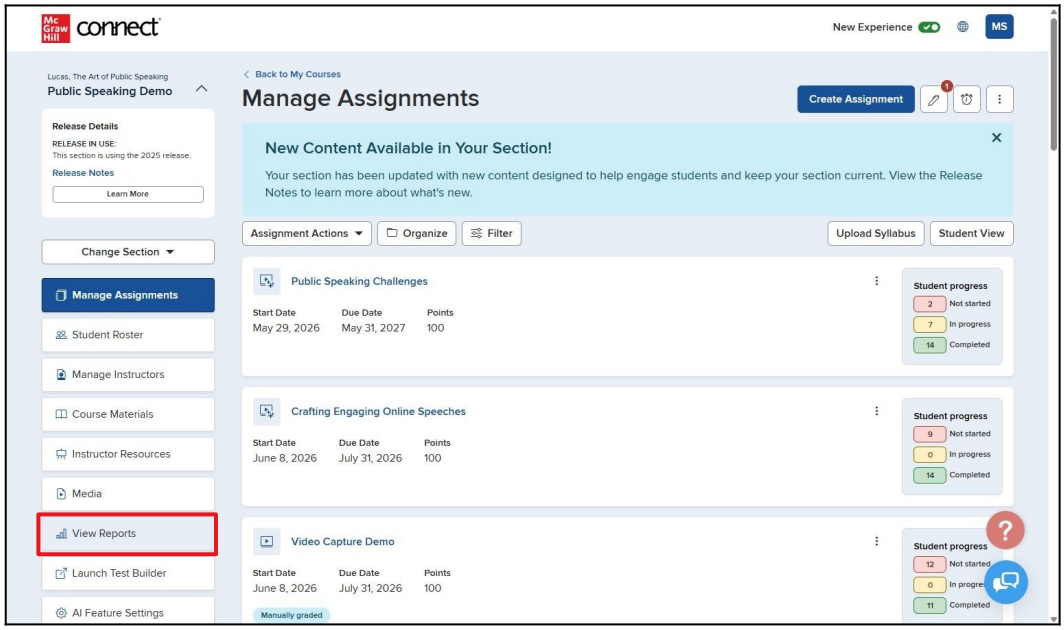
You can see the student's earned score on the **Assignment Details** page.

Another way to view student scores is from your section dashboard. Click the back arrow to return to the **Manage Assignments** page.



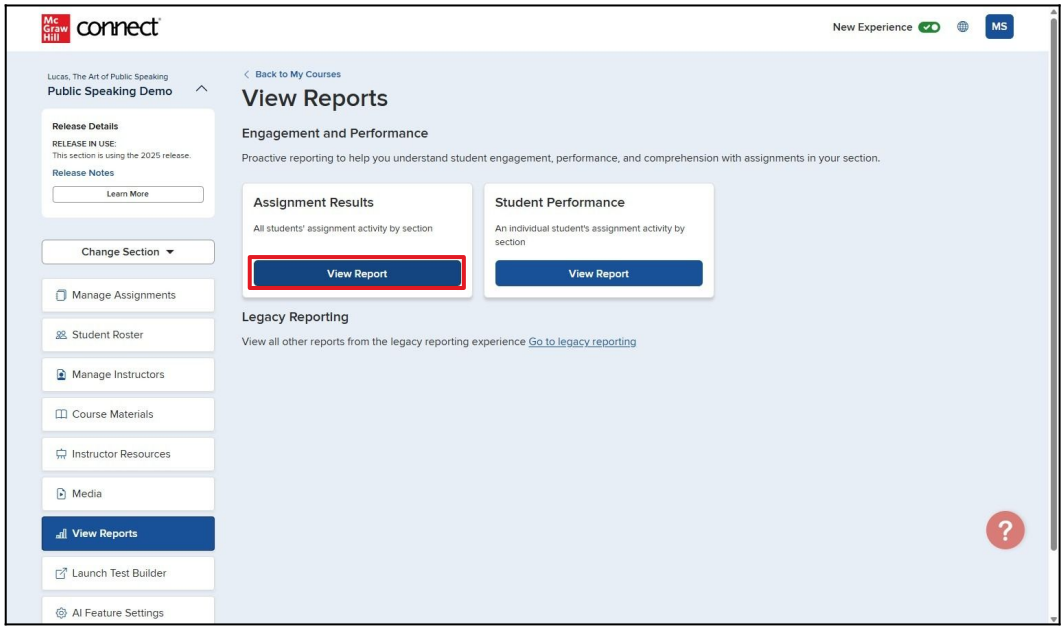
Step 7: Open View Reports

Click **View Reports**.



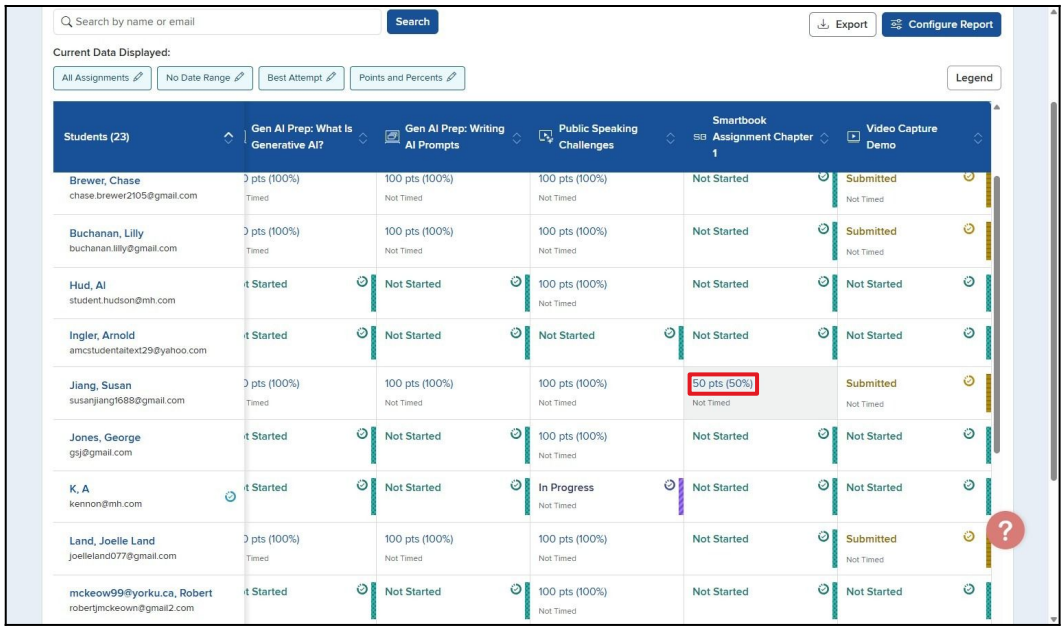
Step 8: Open Assignment Results

Under **Assignment Results**, click **View Report**.



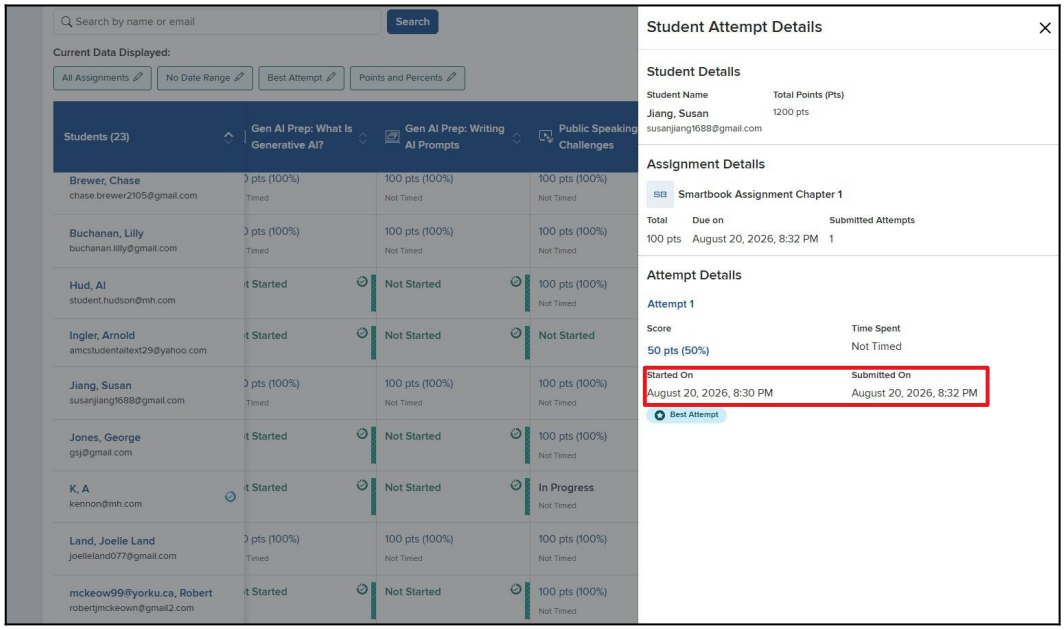
Step 9: Find the Student's Score

Find the assignment column and the student's row. The score the student received on the assignment appears in blue. This score reflects how much of the assignment the student completed before the due date.



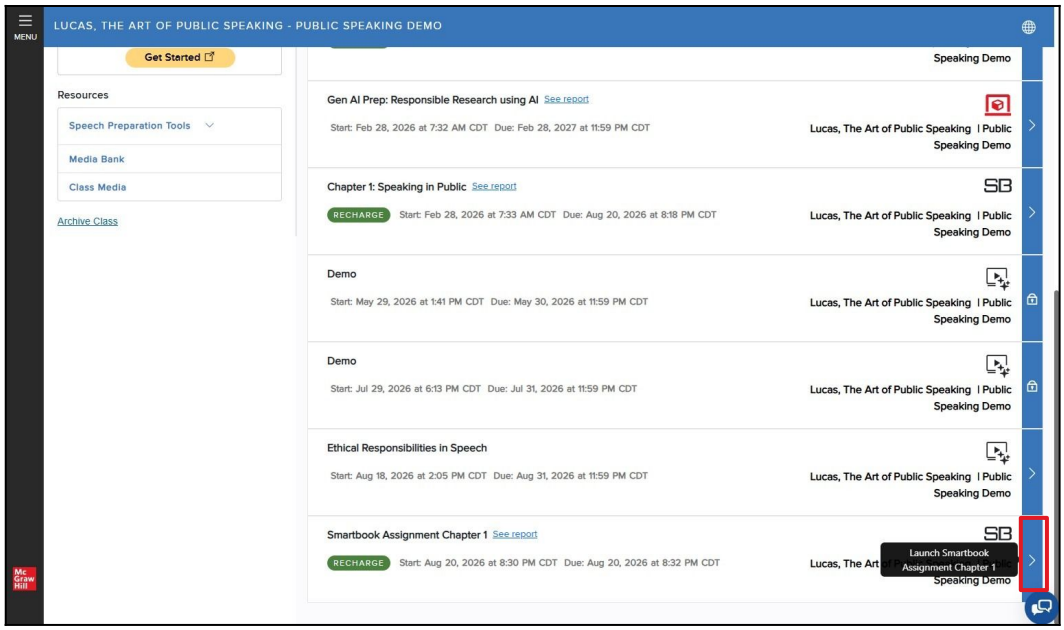
Step 10: View the Time Stamps

Click the score to see the **Started On** and **Submitted On** time stamps.



Step 11: Open the Assignment as a Student

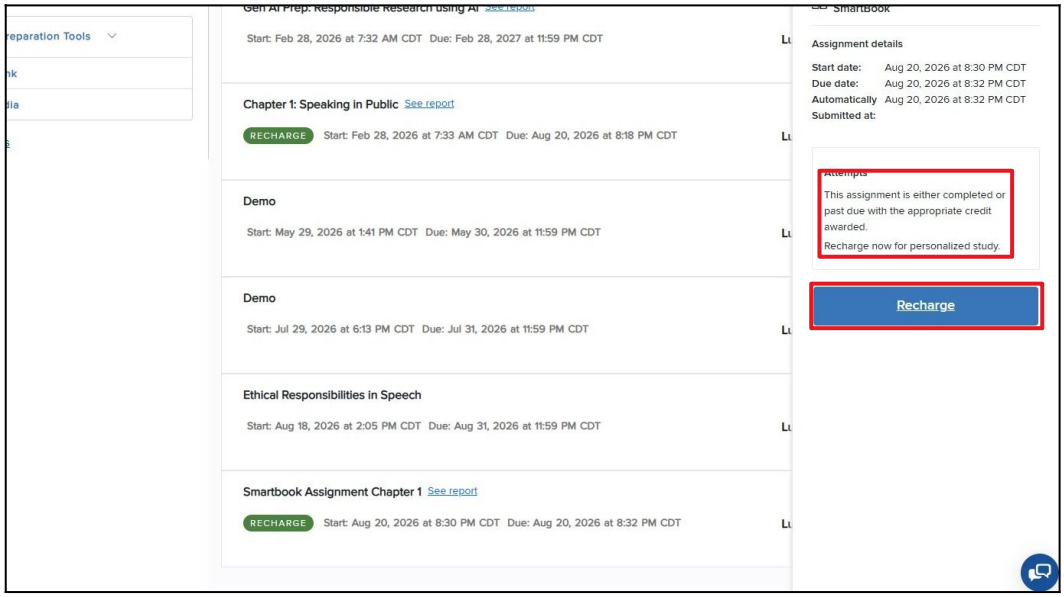
To see what students see, click the arrow icon next to the SmartBook assignment in the student's assignment list.



Step 12: What Students See After the Due Date

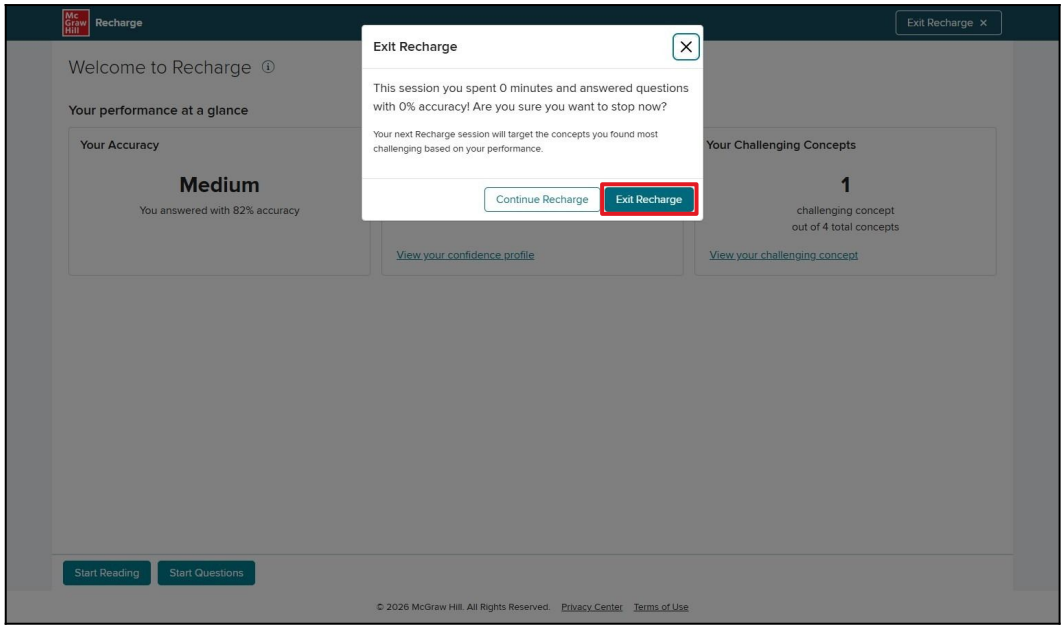
Students can also see this scoring information in multiple places. When they view a SmartBook assignment after the due date has passed, it is marked as **RECHARGE**.

When they click the assignment, a pop-up tells them the assignment is past due or complete with the appropriate credit awarded. Students can click **Recharge** to study in Recharge mode.



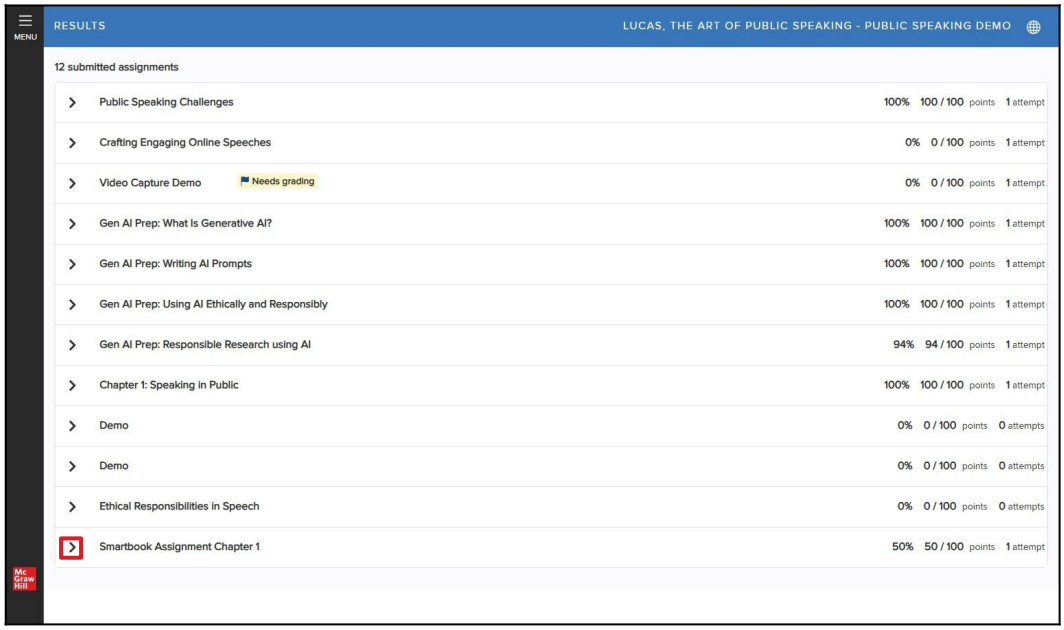
Step 13: Exit Recharge

Click **Exit Recharge**.



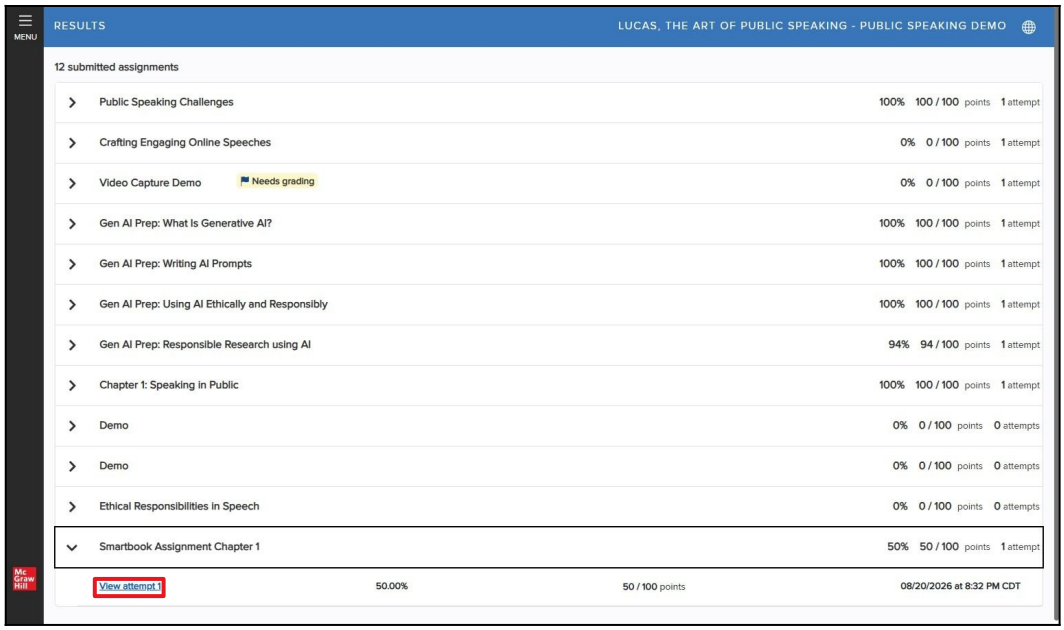
Step 14: Expand the Assignment

Click the arrow next to the SmartBook assignment to expand it.



Step 15: View the Student's Results

When students complete their SmartBook assignment, they see the same information as the instructor in their **Results** area. Click **View attempt 1** to open the results.



Step 16: Review the Results Breakdown

Students see a breakdown of their results. Remind students that only the work they complete before the due date counts toward their actual score.

If you paired this assignment with your LMS, this score also appears there.

