STUDENT TUTORIAL:
INLINE GRADING VIEWING FEEDBACK

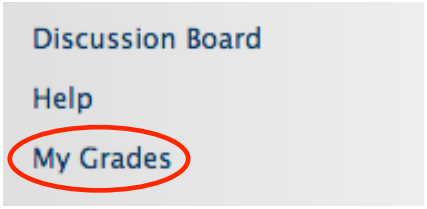
UTC Learn
http://www.utc.edu/learn/

WHY WOULD YOU USE THIS FEATURE:

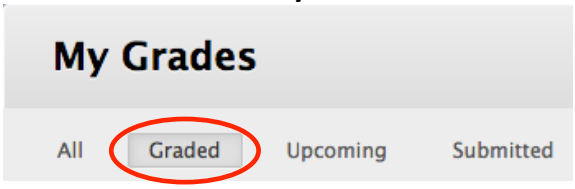
In the previous versions of Blackboard if instructors wanted to make comments and/or revisions to assignments submitted as either a word (doc.) or PDF file, they had to download the file and make their suggestions in either their word processor or Adobe. Inline grading streamlines the grading process by allowing instructors to grade, make comments, highlight, draw, add text, and strikethrough assignment content within the Blackboard Grade Center. After grading the assignment, students may download their assignment with instructor annotations. Make sure that you have the most up-to-date version of Adobe Reader: Adobe Reader

HOW TO VIEW FEEDBACK FROM INLINE GRADING:

1. Login to Blackboard and access your course.
2. On the left-hand side of the screen in the Course Menu access your grades by selecting **My Grades**.



3. Select **Graded** from **My Grades**.



4. **Select** the desired assignment that you wish to review your feedback on.

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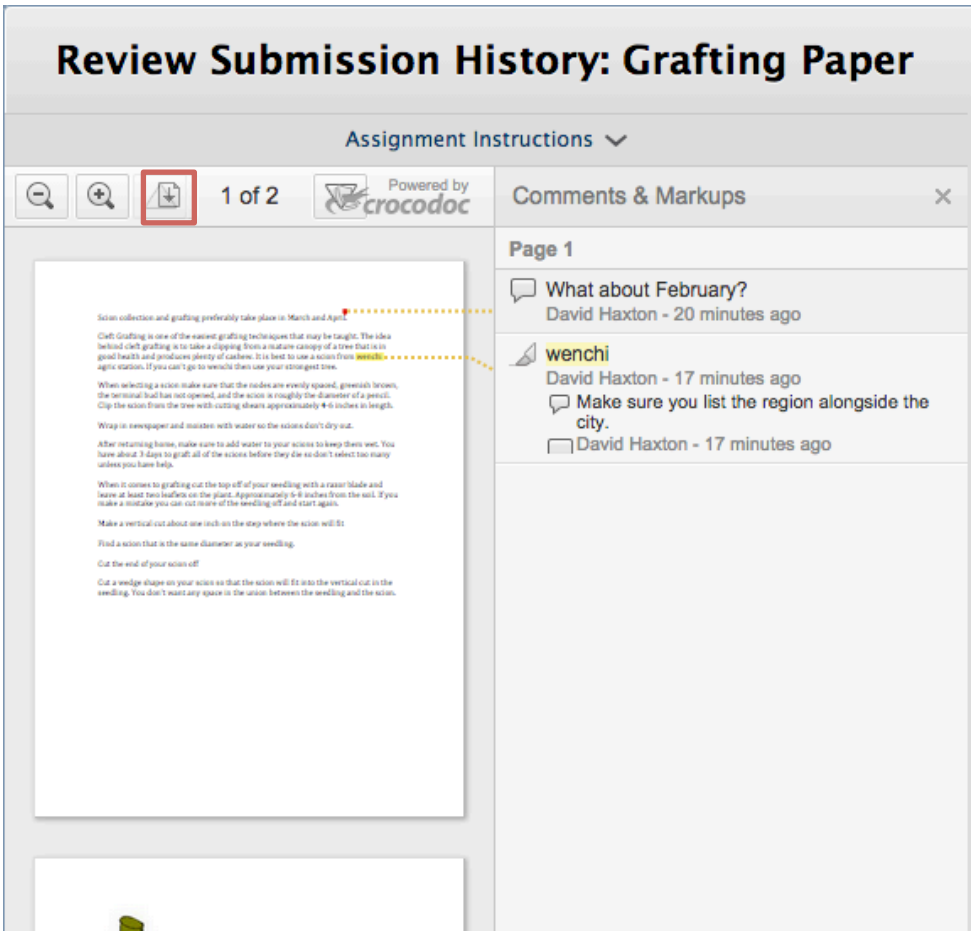
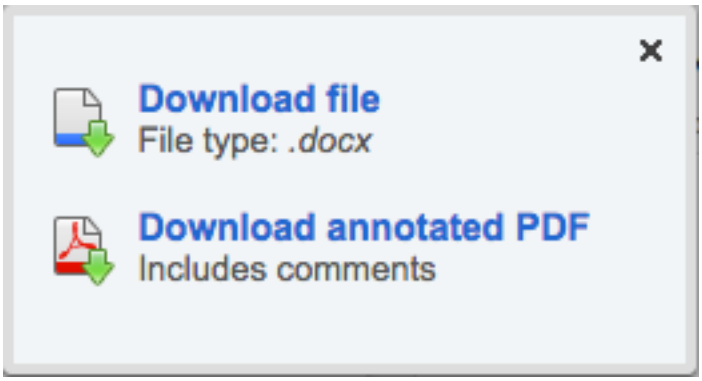
5. Click the download icon.

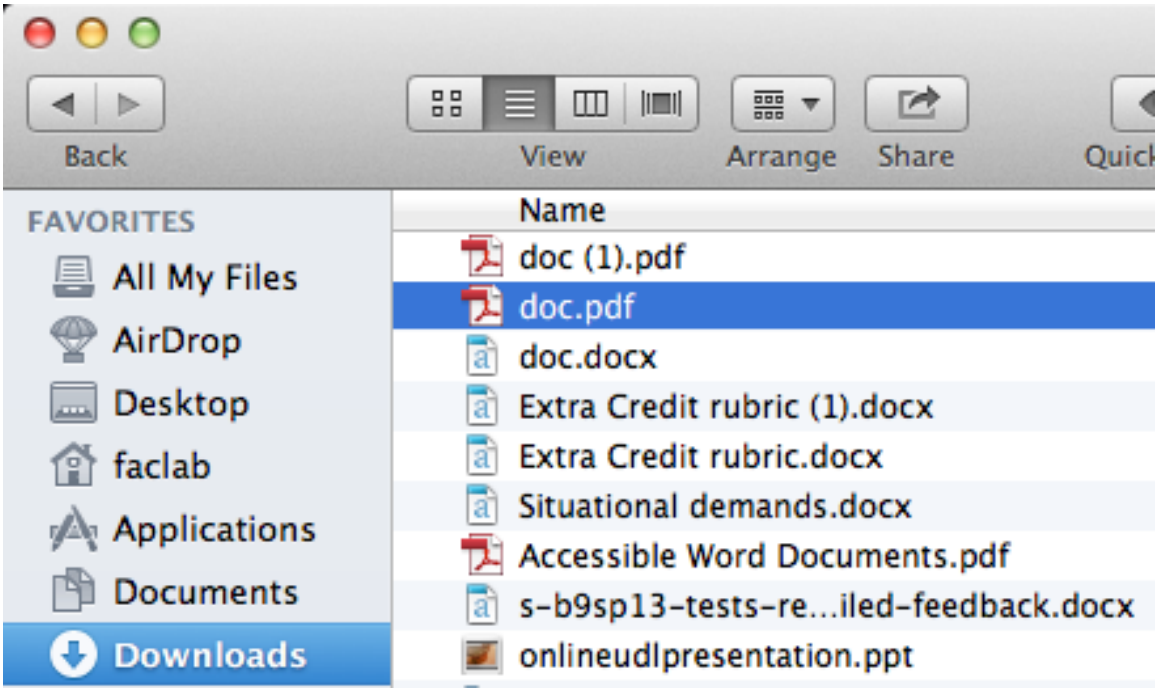


6. Next select **Download annotated PDF**.

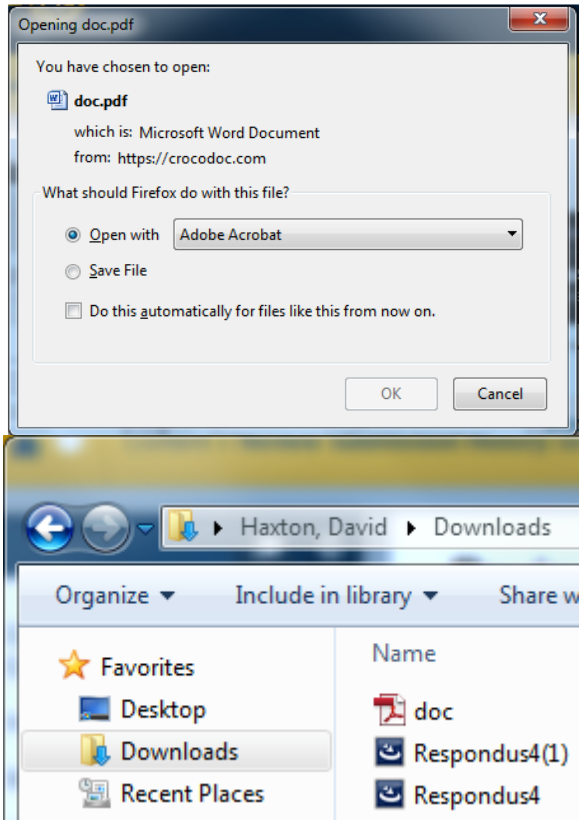
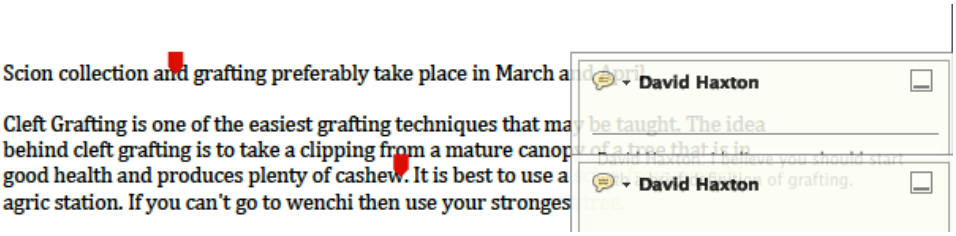


7. If you are using a Mac open the Finder.

8. Select downloads and then double click on the annotated document you just downloaded.



9. If you are using a PC when you click on **Download annotated PDF** then a download dialogue box will appear with the option to open or save the file. If you decide to open the file make sure the **Adobe Acrobat** is selected. If you download the document then it may be found under **My Computer**, followed by **Downloads**.



10. After opening the document you will be able to view comments on the PDF document. Hover over the comments to reveal the text.