

Gradescope Help for Students

Logging in

Go to your preferred e-mail address. You should have an e-mail from Gradescope that either asks you to set your password if this is your first time logging into Gradescope or an email with a link to the course if you already have an existing account. If the set password link in this email expires, you can request a new link from the reset password page (go to Gradescope.com and click Log In).

Be sure to check your promotions and spam folders if you cannot find the e-mail right away!

Your preferred e-mail will be the address you use to log-in.

*If you already have a Gradescope account but do not see your Stat 216 course (titled Stat 216 – (Instructor Last Name)) when you log-in, you likely have two Gradescope accounts. You will need to e-mail help@gradescope.com and request they merge your accounts (your instructor can let you know which e-mail your second account is under).

Quizzes

Log-in to the Gradescope course for your section (Stat 216 – (Instructor Last Name)).

Click the hyperlink for the quiz you wish to complete.

Note the following for questions:

- Bullets are used for multi-choice questions (you may select only one answer). Gradescope grades these automatically.
- Boxes are used for multi-select questions (select all correct answers). These will be graded by your instructor after the quiz deadline.
- For fill in the blank questions, you can click on the blank to enter your answer. These will be graded by your instructor after the deadline.
- A text box is available for short answer questions. These will be graded by your instructor after the deadline.

Note: you can submit a Quiz as many times as you like in Gradescope up through the deadline. After you have submitted your first attempt, you can click the Resubmit button. This will allow you to change any of your answers. Only the final submission will be used for grading. Note you will not see a grade until Wednesday at 8am following a quiz deadline.

Assignments

*Before beginning the first assignment of the semester, be sure you have downloaded Adobe Reader or Adobe Acrobat DC. Both are free through MSU:

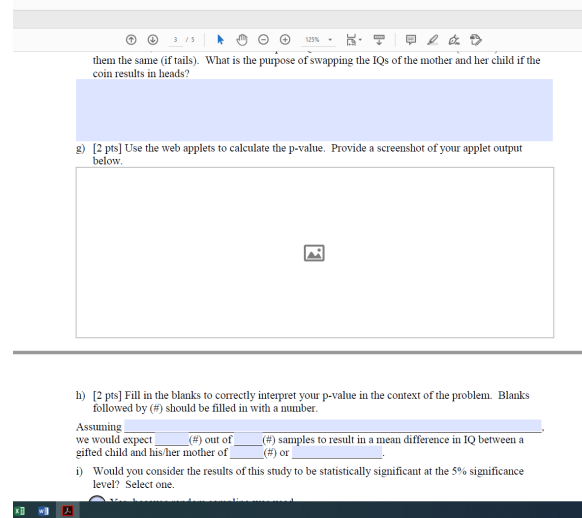
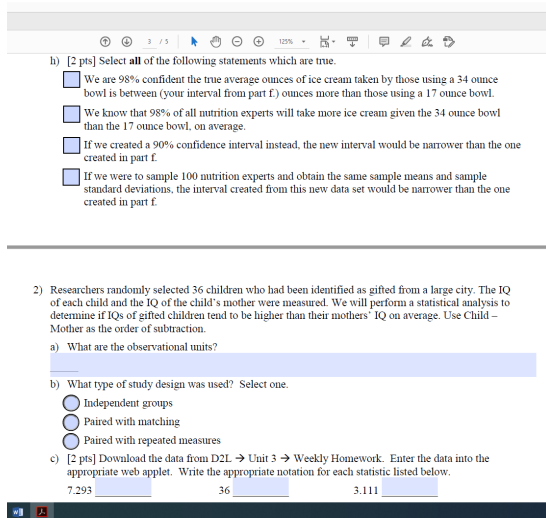
1. Go to Adobe.com
2. Click Sign In
3. Enter @student.montana.edu for the e-mail address. (Do not enter your name, type exactly: @student.montana.edu)
4. You will be re-directed to use your NetID log-in.
5. Click to Open Creative Cloud.
6. Click Apps in the upper-left hand corner.
7. Click Install for either Adobe Reader, Adobe Acrobat DC, or Adobe Acrobat Pro DC.

*Mac Users: Once Adobe is downloaded, go into settings and make it the default for PDF files (NOT Previewer).

**If you do not want to download an Adobe program, they are available on all lab computers on MSU's campus.

Once you have Adobe downloaded, download the assignment you wish to complete from D2L (under Content → Unit 1 → Weekly Homework).

Open the file in Adobe Reader or Acrobat DC. Similar to the quizzes in Gradescope, there will be bullets to mark for multi-choice questions, boxes for multi-select, text boxes for fill-in-the-blank and short-answer questions (see screenshot below-left).



There will also be placed to add pictures (see screenshot above right). Click on the icon and select the picture you wish to insert.

Note: You will often need to take screenshots of your work and save these to a folder in order to insert them into your assignment.

- Mac: Command-Shift-3 will save the screenshot to your desktop.
- PC: Windows key-Print Screen will create a folder called Screenshots in your Pictures folder and will save the image there.

Once you have completed the assignment, save the file. It is recommended you re-name the file but you do not have to! Log-in to Gradescope and enter your section course (Stat 216 – (Instructor Last Name)). Click the hyperlink for the assignment you are uploading. Select the PDF file and click Upload PDF.

Reviewing your work

The following link is a tutorial provided by Gradescope which explains how to access feedback on your quizzes, assignments, and exams.

<https://www.gradescope.com/help#help-center-item-assignments-submissions-show>