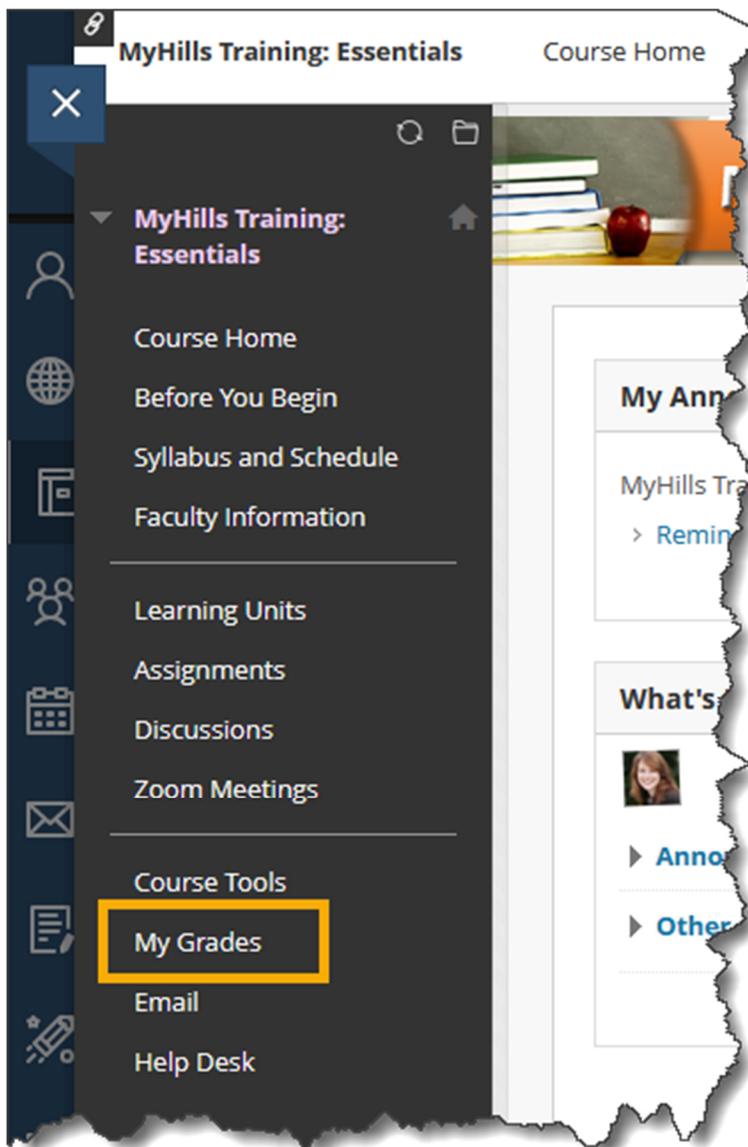


Computer Tutorial:
Check Your Grades in MyHills

Purpose: To show students how to check their grades in a course in MyHills.

From within a course in MyHills, click **“My Grades,”** which is located in the black Course Menu.

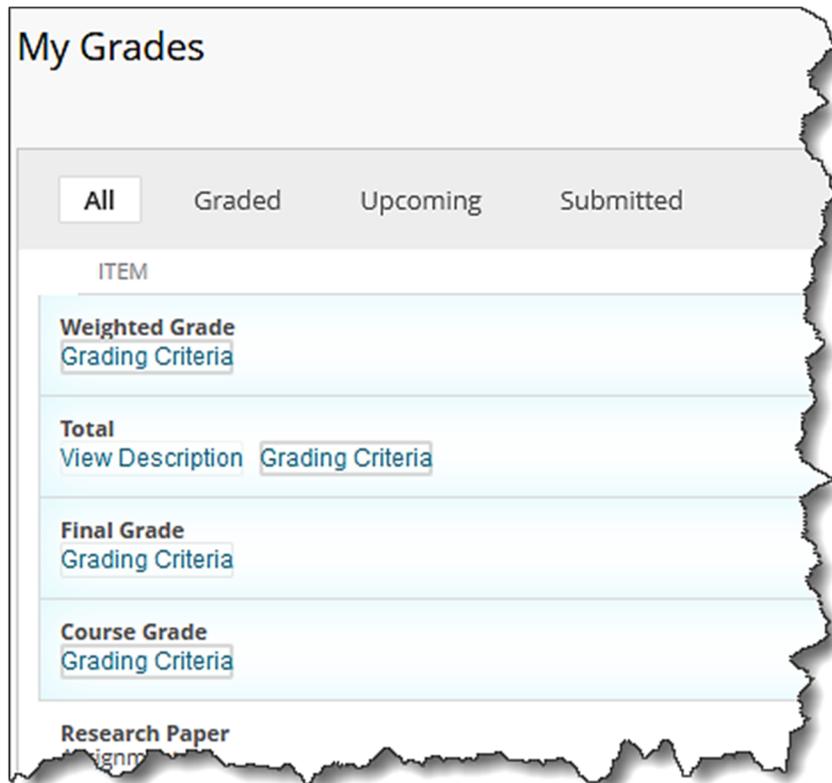
Note: You may also access the **“My Grades”** area of your course by clicking **“Course Tools,”** and then clicking **“My Grades.”**



The “My Grades” page will open.

The “Total,” under “Current Grade,” shows the total number of points currently earned in the course, over the total number of points possible in the course, so far.

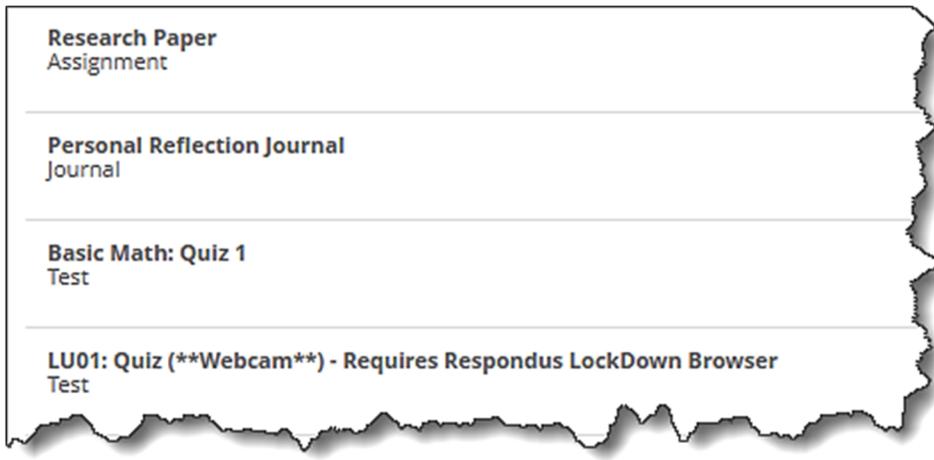
Note: This may not reflect your actual grade in the course, if your professor weights assignments and grades by percentage, rather than raw points. This is just an example of what you *could* see. Not all instructors set up their courses to display a “Current Grade.”



Click the “**View Description**” link to view the category and/or a description of the graded item.

Click “**Grading Criteria**” to view which assessments are included in a “Current Grade” or a “Calculated Grade,” which is described next.

Under “Graded,” there will be a list of assessments, along with the grade you received for each assessment. Click the title of an assignment or test to access the “Submission History” for that assignment. Additional feedback may also be viewed, *if your instructor has made it available*.



Note: Not all instructors make graded assessments available for students to view, so you may not see items listed here. Contact your instructor, if this is the case.

Congratulations! You now know how to access and view the “My Grades” area of a course in MyHills!

Office of Online Learning

Looking for more computer tutorials? Please visit: www.indianhills.edu/tutorials.

For further assistance on this topic or other technical issues, please contact the **IT Help Desk**
Phone: (641) 683-5333 | **Email:** helpdesk@indianhills.edu | **Web:** www.indianhills.edu/helpdesk