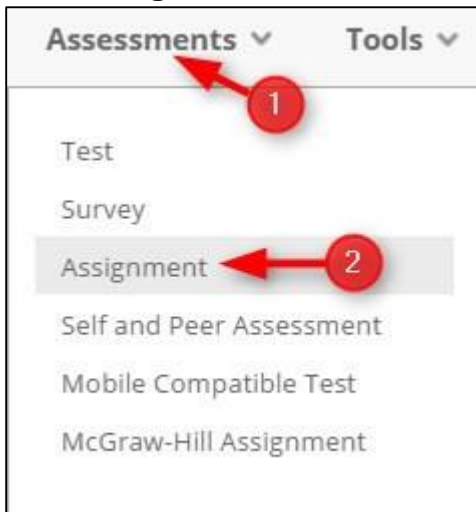


Extra Credit

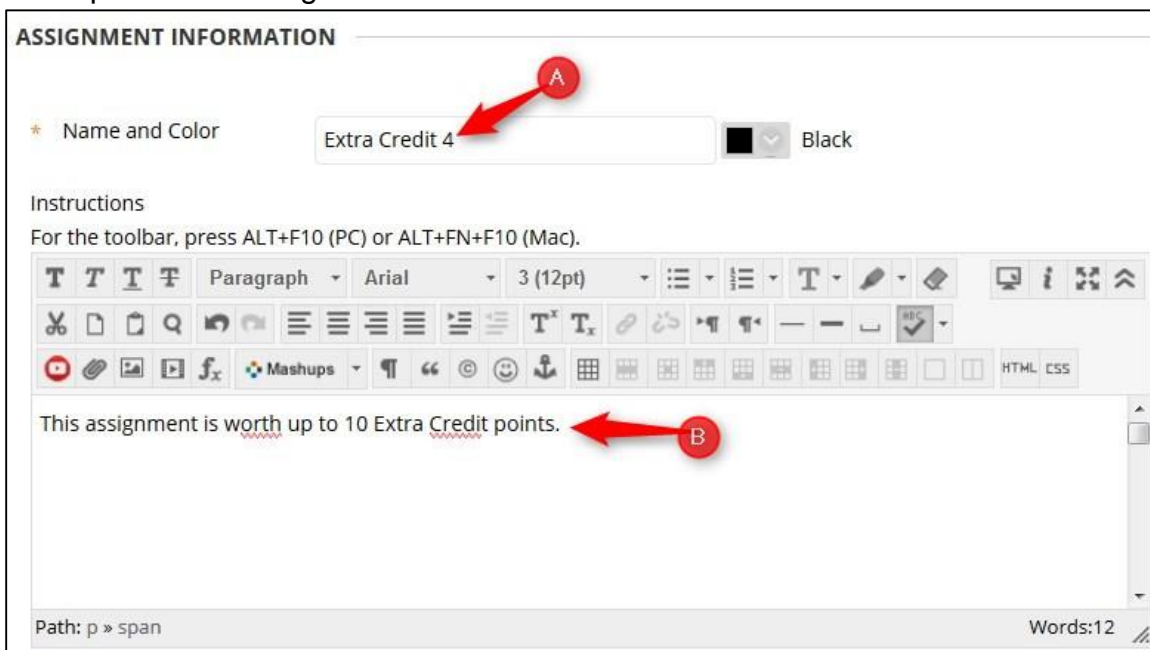
When you add extra credit, whether it is an assignment or a column in the Grade Center, you will set the points to “0.”

Directions for Extra Credit Assignments:

1. Click **Assessments**
2. Click **Assignment**



3. **Name** your assignment and add **Instructions**. **NOTE:** You may want to indicate how many extra credit points this assignment is worth.

A screenshot of a web form titled 'ASSIGNMENT INFORMATION'. The form has two main sections. The first section is 'Name and Color', which contains a text input field with the text 'Extra Credit 4' and a color selection dropdown set to 'Black'. A red circle with the letter 'A' and an arrow points to the text input field. The second section is 'Instructions', which contains a text area with the text 'This assignment is worth up to 10 Extra Credit points.' A red circle with the letter 'B' and an arrow points to the text area. Above the text area is a rich text editor toolbar with various icons for text formatting, alignment, and insertion. At the bottom of the form, there is a status bar that says 'Path: p » span' and 'Words:12'.

4. Add Files (if necessary) and set the Due Dates

ASSIGNMENT FILES

Attach Files 

DUE DATES


Submissions are accepted after this date, but are marked Late.

Due Date 

Enter dates as mm/dd/yyyy. Time may be entered in any increment.

5. Set the Points Possible to Zero and Include in Grade Center grading calculations.

GRADING

* Points Possible 

Associated Rubrics

Name	Type	Date Last Edited	Show Rubric to Students
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[Submission Details](#)

[Grading Options](#)

[Display of Grades](#)

Grades must be entered using the format selected for Primary display. Grades display in this format in both the Grade Center and My Grades. The secondary display option is shown in the Grade Center only.

Display grade as Primary and Secondary
(displayed in Grade Center only)

 Include in Grade Center grading calculations
Scores on anonymously graded assignments will not be included in column calculations until the submissions are no longer anonymous.

Show to students in My Grades



Show Statistics (average and median) for this item to Students in My Grades



6. Set Availability, Views, and Submit

AVAILABILITY

Make the Assignment Available
This assignment cannot be made available until it is assigned to an individual or group of students.

Limit Availability

Display After  
Enter dates as mm/dd/yyyy. Time may be entered in any increment.

Display Until  
Enter dates as mm/dd/yyyy. Time may be entered in any increment.

Track Number of Views

*Click **Submit** to finish. Click **Cancel** to quit without saving changes.*

When you grade this assignment, the points will be added as extra points to the total score.

Remember, this extra credit assignment was added to the grade center under the Blackboard default category called Assignment. If you want to move it to a different category, you will need to go to the Full Grade Center/Manage/Column Organization.

NOTE: If you want to add a manually graded extra credit that is not linked to a graded assignment, you can add a column to the Grade Center with “0” total points. Refer to the instructions on how to Add a Column to the Grade Center.