

# Gradebook Tutorial #3: Entering Weights

## "New" Assignment Weight: Equal or Variable

**What do I do about "Weight" and "Score Type"?**

Whenever you enter a "New Assignment" you will need to choose the:

#1 "Score Type" – either "Points" or "Percent", and the

#2 "Weight". You will also need to decide whether each "New Assignment" within a "Category" carries the same/equal weight or carries a different/variable weight. What "Weight" you enter will also depend on the "Score Type". Below is a chart that demonstrates the difference between "Points" and "Percent" and what "Weight" to enter for each "Score Type" should you wish an equal or variable weight.

The "range" for "Weight" entries is 0.01 to 9.99.

Assignment #	Weight (Max = 9.99)			Score Type		Weight (Max = 9.99)	
	Variable (Points Possible Independent)	Equal (Points Possible)	Variable (Points Possible Dependent)	Points (Points Possible)	Percentage	Equal	Variable
1	$2 \times 1 = 2$ ( $2 \times 5 = 10$ )	$10/5 = 2$	1	3/5	60%	1	1
2	$1.25 \times 1 = 1.25$ ( $1.25 \times 8 = 10$ )	$10/8 = 1.25$	1	5/8	62.5%	1	1
3	$1 \times 1 = 1$ ( $1 \times 10 = 10$ )	$10/10 = 1$	1	9/10	90%	1	1
4	$0.5 \times 2 = 1$ ( $1 \times 20 = 20$ )	$10/20 = 0.5$	1	15/20	75%	1	2
5	$0.33 \times 3 = 0.99(1)$ ( $1 \times 30 = 30$ )	$10/30 = 0.33$	1	24/30	80%	1	3
6	$0.1 \times 5 = 0.5$ ( $0.5 \times 100 = 50$ )	$10/100 = 0.1$	1	85/100	85%	1	5
7	$0.08 \times 6 = 0.48$ (0.5) ( $0.5 \times 120 = 60$ )	$10/120 = 0.08$	1	115/120	92.5%	1	6
Total Points Possible:				293			

### Entering "Weights" for a "New Assignment":

- Entering a "weight" for a "Percent" score type is the easiest. You simply need to enter the same weight value (eg: 1) if you want each new assignment within a Category to be of an equal weight or value. If you want each new assignment to have a variable weight or value then you enter a different weight value for each. The "higher" the weight value, the more weight that assignment carries!
- Entering a "weight" for a "Points" score type is more complicated.
  - Variable (Points Possible Dependent): All you need to do is enter the same weight value (eg: 1) and each new assignment will carry the weight value of the "Points Possible" in relation to the "Total Points Possible", that is, the assignment 3/5 carries a weight of 5/293 while the assignment 115/120 carries a weight of 120/293. The **downside** is "What if I want the assignment 9/10 to carry more weight than the assignment 24/30?"
  - Equal (Points Possible): To have each new assignment carry the same weight or value you need to "equalize" the weight. Sound complicated? Yes and no! In this case we are going to "equalize" the weight of each assignment to a value of 10. All you need to do is divide 10 by the "Points Possible" of your new assignment to arrive at the weight! For the second example below, 10 divided by the "Points Possible" of 8 gives you a weight of 1.25. Although you will be entering a different value for the weight of each assignment, each assignment will carry the same value!
  - Variable (Points Possible Independent): **This is the answer to the downside in bullet a. above!** You must first "equalize" the weight as described in bullet b., then multiply that "equalized weight" by a variable value to arrive at a "variable weight" for each new assignment. For the fourth example below, the "equalized" weight value of 0.05 (10 divided by points possible of 20) is multiplied by a factor of 2 to arrive at a new variable weight of 1! Confused? In essence you have simply given this assignment a "total" weight value of 20, that is, multiply the new variable weight of 1 by the points possible of 20! The sixth assignment of 85/100 would now carry a new weight value "total" of 50! ("Equalized" weight of 0.1 multiplied by a factor of 5 to arrive at a new variable weight of 0.5, multiplied by the points possible of 100 equals 50!)
  - OK, it's much easier entering a variable weight using a "Percent" Score Type!** However, if it's important to you that parents/students/admin/yourself see the "Points Possible" for each assignment entered, then Step 2a or 2c describes how to enter a weight that is variable for each assignment entered while Step 2b describes how to enter a weight that is equal for each assignment entered!
  - Please note that for assignments 5 and 7, I have rounded up the "new variable weight" value to 1 and 0.5 respectively!