Gradescope: Adding Extra Credit/Bonus Points

Edit Answer Keys
Add one more question to each answer key.
1. Select all letters as the correct answer
2. Click on the settings gear for the added question.
3. Set the point value to the number of extra credit points being awarded.
4. Repeat steps 1-3 for each answer key.
5. Save Answer Key

The total points possible in Gradescope will now include the extra points. That’s ok! Only the raw point score of each student is posted to Canvas. The total possible points in Canvas is NOT updated by Gradescope.

Important Step: Re-Grading to Apply the Bonus Points
1. Click on Grade Submissions from the left menu.
2. (Select appropriate version for multi-version exams.)
3. Scroll down to the added question and click on it.
   (There may be a delay in activating the link as the Gradescope grades scans for the extra question.)
4. Click Grade from the options in the “Blank” question group.
5. In the rubric on the rights, locate the “Blank” answer and change the point value from +0.0 to the desired number of extra credit points.
6. Click Next Ungraded Answer

Exams with Multiple Versions
The previous steps only apply to one version. The process must be repeated for each version.
7. Click on Item Analysis from the left menu.
8. Select the next Version
9. Repeat steps 2-6 from above.

Review Grades and Post to Canvas
1. When grading is complete, move to Review Grades.
2. Repost grades to Canvas by select the appropriate link on the bottom menu.