


My.Wartburg... *Tips to make your teaching life easier!*

Gradebook – Point Method (Assignments are weighted based on their point value)

- 1) Open My.Wartburg and open your course
- 2) Tip – *I like to add my assignments into Coursework before setting up my Gradebook but that is not necessary when using the point method*


3) Click on **Gradebook**

4) Click on  Final grade weighting

5) Click on  Change weighting method

6) Select  **The Point Method**
All assignments are weighted based on their point value.

7) Choose to include or not include **attendance**

1. Click on Evaluations 
2. Next to attendance, click on the green check mark to include attendance or click on the red x to not include attendance