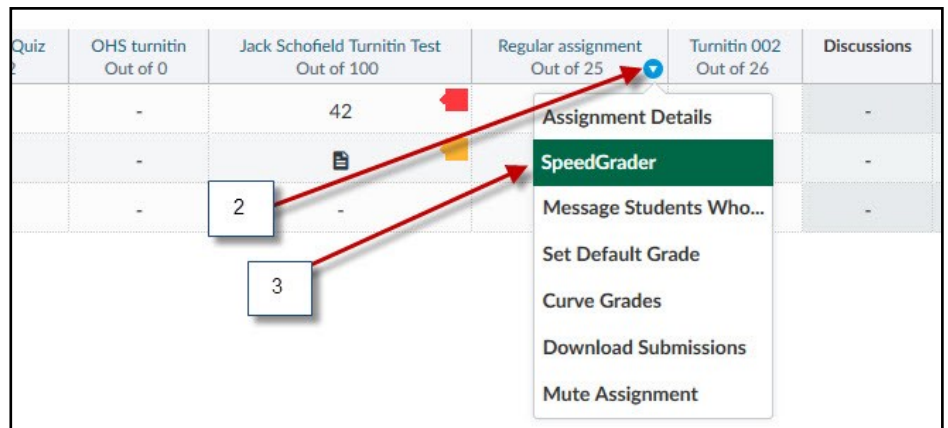# Grading Papers with Speed Grader

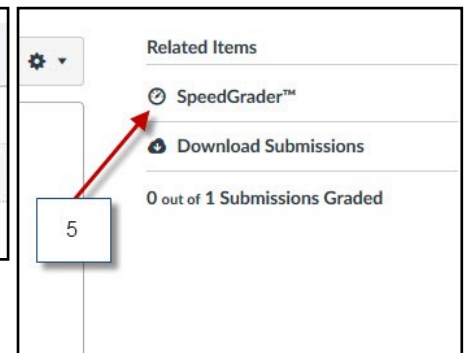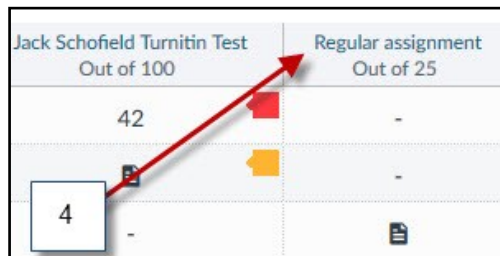1) Go to your course then click on **Grades**

2) Click on the small triangle on the right side of the assignment to expand the **menu**
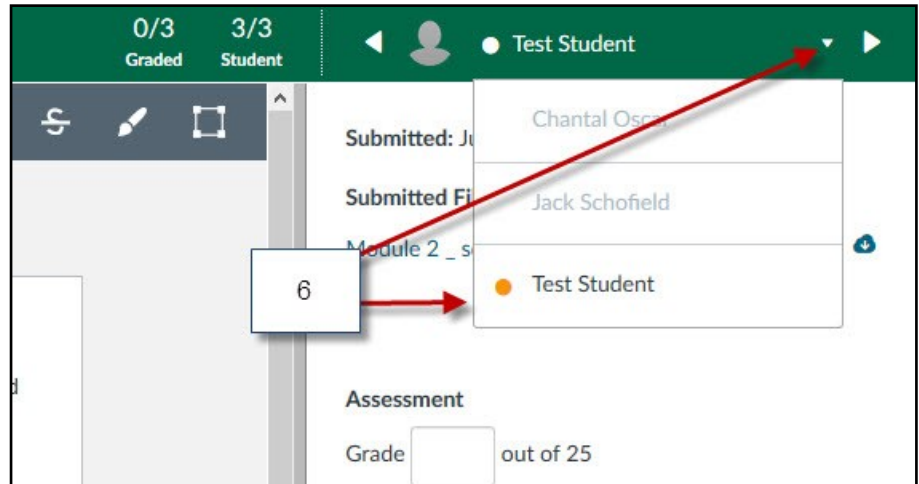
3) Select **SpeedGrader**

4) Another option is to click on the title of the assignment
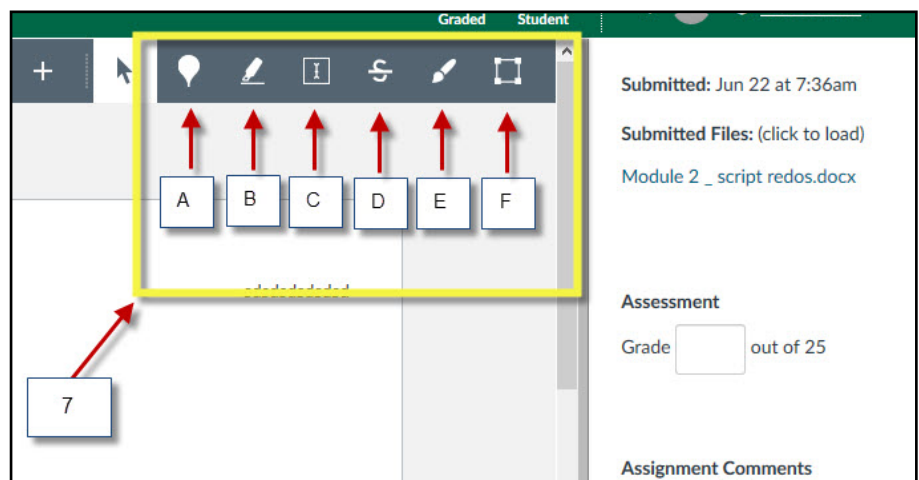
5) Click **Speed Grader** to start grading papers

6) Select the **name** of the student that you want to grade (top right corner)
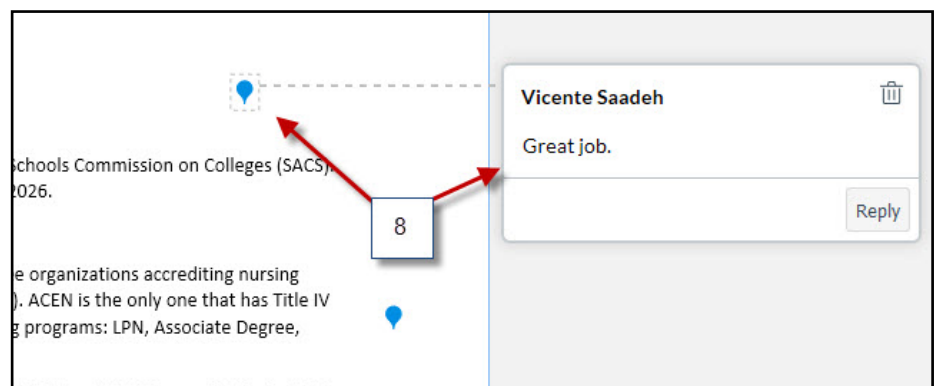

7) Select a tool for your **Comment or to point out to a specific area in the student paper**

A: Point
B: Highlight
C: Freetext
D: Strikeout
E: Free Draw
F: Area

8) Insert your feedback in the paper by using the tools
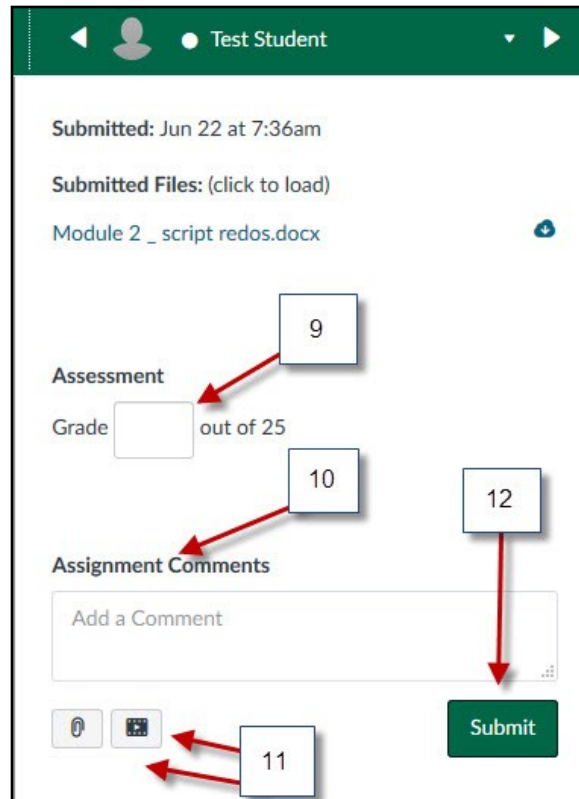
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Input:

9) Input **grade**
10) Type extra **comments** to student
11) Upload additional file or give an audio or video feedback

For more information about Audio/Video feedback
CLICK HERE

12) Click **Submit** to post comments

13) Go back to the top of the page and select the **next student** that you want to grade