

Grade and Return an Assignment

As students begin working on an assignment, you can view their progress and add comments or make edits. When the assignment is complete, you can assign a grade and return it. After you return an assignment, students receive a notification by email and on their mobile devices if notifications are set up. The student regains edit access to any Google Drive files that were part of the assignment.

You can view students' comments on the assignment in the class stream or on the assignment instructions page.

Student Work page

The Student Work page shows the current status of students' work for the assignment.

If you create a copy of a Drive item for each student, it appears on the Student Work page when the student opens it. You can review any work in progress and give feedback, either by comments or edits, before the work is submitted for a grade. If you don't see a copy or attachment under a student's name, it means that the student hasn't opened the Drive item or attached a file, and there's nothing for you to review.

To search for a student, you can sort the list of students alphabetically by first or last name.

View student assignments

1. Sign in to Classroom at classroom.google.com.
2. Click the class and click the assignment to access the Student Work page.
3. On the Student Work page, you can review the following details:
 - Number of students who submitted work and the number who didn't.
 - **Done**—list of students who submitted their work.
 - **Not Done**—list of students who haven't submitted work.
 - Thumbnails (reduced-size versions) of work submitted by students.
4. Click a student's name to view their submission.
5. (Optional) To add a private comment, click the student's name on the left, click **Add private comment**, enter your comment, and click **Post**.
6. (Optional) To add a comment to the class, click **Instructions** at the top, click **Add class comment**, enter your comment, and click **Post**.

NOTE: You can directly [edit or comment](#) in any document on Google Drive and close when you're done. Your edits or comments are automatically saved and ready for the student to review when they open the document.

Grade and Return an Assignment to a Student

To grade an assignment:

1. Sign in to Classroom at classroom.google.com.
2. Click the class and click the assignment in the class stream.
3. (Optional) The default point value is 100. To change it, click the point value and select another value, or select **Ungraded**, and click **Update**.
Note: Only whole number grades are supported at this time. You can't enter a letter grade or a decimal point.
4. Click **Add grade** next to the student's name, and enter the grade.
5. (Optional) Enter grades for any additional students.

Note: The grades you enter are automatically saved. To update the student about the new grade, you must return the assignment to the student. You can choose to finish grading and return the assignments to the students during another session. However, private comments entered during grading will not be saved unless you return the assignment to the students.

To return an assignment:

1. Sign in to Classroom at classroom.google.com.
2. Click the class and click the assignment in the class stream.
3. Check the box next to each student whose assignment you want to return and click **Return**.
4. (Optional) Add a private comment to a student, if needed.
5. Click **Return** again to confirm.