Weekly Moodle Tip:

Grades given by Moodle can be overridden whether on purpose or by accident. If a grade has been overridden, the cell containing the student’s grade will appear orange in the gradebook:

- **Overridden**
- **Not Overridden**

To override a grade, click on the “edit/update icon” (paper and pen icon) in the cell you wish to modify. Now, check the “Overridden” box and enter your grade in the “Final Grade” area. Now, “Save changes”.

To undo an accidental override, click on the “edit/update icon” (paper and pen icon) in the cell you wish to modify. Now, uncheck the “overridden” box and “save changes”.

For additional help, please contact the CIT.