Grade Discussion Forum Posts in Moodle

In order to make a discussion forum gradable, select the Ratings options in the discussion forum’s settings. For example:

To grade discussion forum posts:

1. Locate the Search forums block on the main page of your Moodle course. If necessary, add the Search forums block to your course by selecting it from the “Add a block” list.

2. In the Search forums block, click the Advanced search.

3. Choose a forum to search from the dropdown list.

4. Type in the name of the author (student) whose posts you want to grade.
5. Click the **Search forums** button. The student’s posts will appear.

6. Click the **Rate** dropdown arrow to select a rating for the post. If you are grading multiple posts in the same forum, the separate ratings (for separate posts) will aggregate for each student based on your selections in the Ratings options. The aggregated rating will appear in the Gradebook.