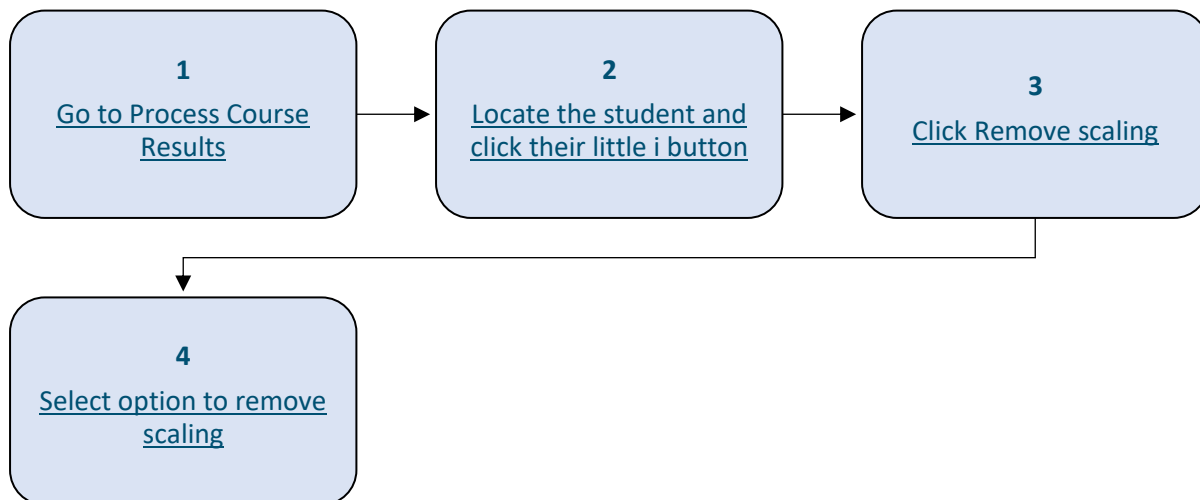


Remove scaling via the button

Process Overview



Step by Step Instructions

1. Go to Process Course Results

Calculate course marks

[Calculate marks](#)

Calculate students' final marks for the course. Components which have been disregarded for special circumstances will not be included in this calculation.

Calculated marks are **not** automatically published.

Note that you can now calculate course marks through the "process course results" page below.

Process course results

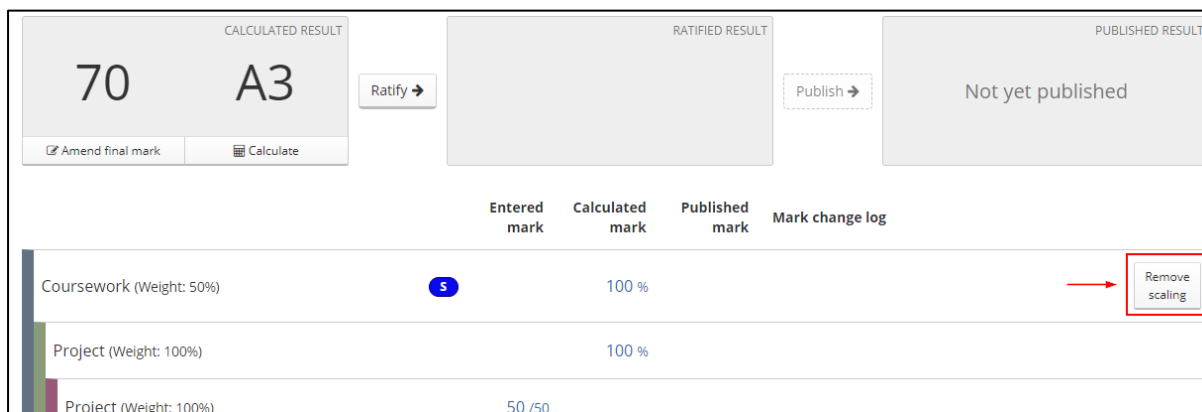
[Process course results](#)

Calculate marks and amend calculated marks. Ratify final marks and publish them to students and the Student Hub. Track the status of each student's mark.

2. Locate the student and click their little i button

Student Number	Exam number	Name	Sit	Calculated Result	Ratified Result	Published Result
			First	Calculate	0 (WD) ✓	0 (WD) ✓
			First	70 (A3) ✓	Ratify	Publish
			First	50 (C) ✓	Ratify	Publish
			First			64 (FF) ✓
			Resit	Calculate	Ratify	Publish

3. Click Remove scaling

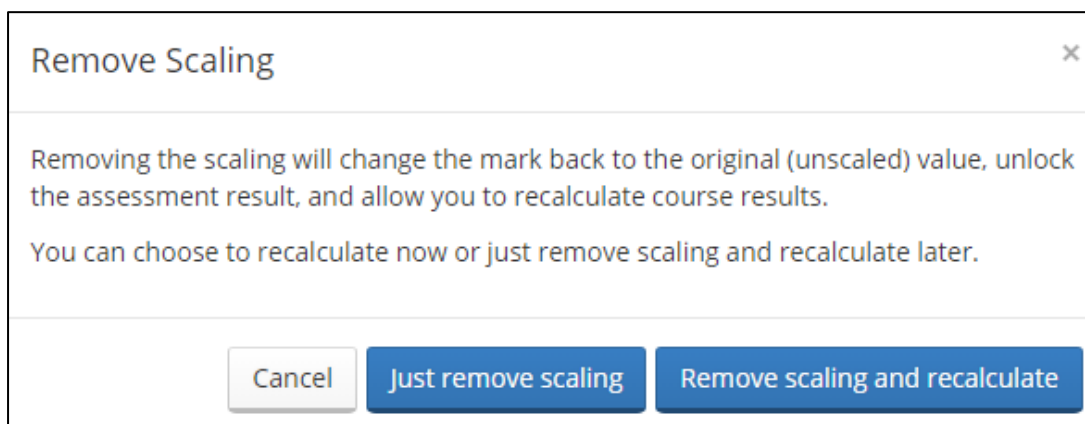


The screenshot shows the APT interface with three main sections: 'CALCULATED RESULT', 'RATIFIED RESULT', and 'PUBLISHED RESULT'. The 'CALCULATED RESULT' section displays a mark of 70 and a grade of A3. Below this, there are checkboxes for 'Amend final mark' and a 'Calculate' button. The 'RATIFIED RESULT' section is currently empty, and the 'PUBLISHED RESULT' section shows 'Not yet published'. Below these sections is a table with columns for 'Entered mark', 'Calculated mark', 'Published mark', and 'Mark change log'. The table contains three rows: 'Coursework (Weight: 50%)' with a blue 'S' icon and a 'Remove scaling' button highlighted in a red box; 'Project (Weight: 100%)' with a 100% calculated mark; and 'Project (Weight: 100%)' with a 50/50 mark.

	Entered mark	Calculated mark	Published mark	Mark change log
Coursework (Weight: 50%)		100 %		Remove scaling
Project (Weight: 100%)		100 %		
Project (Weight: 100%)			50 /50	

4. Select option to remove scaling

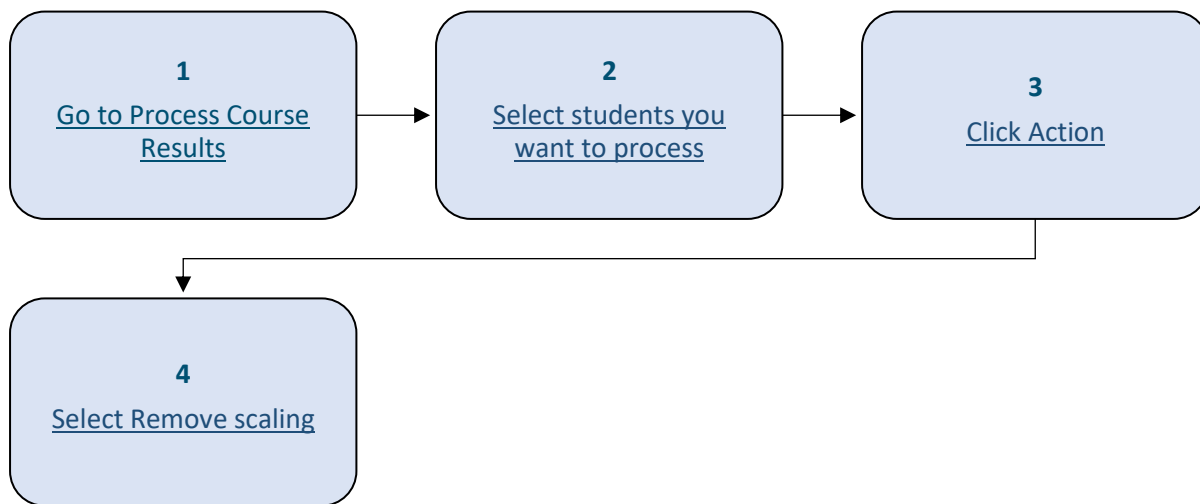
You can choose to just remove the scaling and calculate later, or you can choose to Remove scaling and recalculate now:



The 'Remove Scaling' dialog box contains the following text: 'Removing the scaling will change the mark back to the original (unscaled) value, unlock the assessment result, and allow you to recalculate course results. You can choose to recalculate now or just remove scaling and recalculate later.' At the bottom, there are three buttons: 'Cancel', 'Just remove scaling', and 'Remove scaling and recalculate'.

Remove scaling via the Action button

Process Overview



Step by Step Instructions

1. Go to Process Course Results

Calculate course marks

[Calculate marks](#)

Calculate students' final marks for the course. Components which have been disregarded for special circumstances will not be included in this calculation.

Calculated marks are **not** automatically published.

Note that you can now calculate course marks through the "process course results" page below.

Process course results

[Process course results](#)

Calculate marks and amend calculated marks. Ratify final marks and publish them to students and the Student Hub. Track the status of each student's mark.

2. Select the students you want to process

Student Number	Exam number	Name	Sit	Calculated Result	Ratified Result	Published Result
<input checked="" type="checkbox"/>			First	33 (F) ✓	Ratify	Publish
<input checked="" type="checkbox"/>			First	28 (F) ✓	Ratify	Publish
<input type="checkbox"/>			First	28 (F) ✓	Ratify	Publish
<input type="checkbox"/>			First	23 (F) ✓	Ratify	Publish
<input type="checkbox"/>			First	23 (F) ✓	Ratify	Publish
<input type="checkbox"/>			First	18 (F) ✓	Ratify	Publish
<input type="checkbox"/>			First	Calculate	Ratify	Publish

3. Click Action

	Student Number	Exam number	Name	Sit	Calculated Result	Ratified Result	Published Result
<input checked="" type="checkbox"/>	[S] [edit] [flag] [info]			First	33 (F) ✓	Ratify	Publish
<input checked="" type="checkbox"/>	[S] [edit] [flag] [info]			First	28 (F) ✓	Ratify	Publish
<input type="checkbox"/>	[S] [edit] [flag] [info]			First	28 (F) ✓	Ratify	Publish
<input type="checkbox"/>	[S] [edit] [flag] [info]			First	23 (F) ✓	Ratify	Publish
<input type="checkbox"/>	[S] [edit] [flag] [info]			First	23 (F) ✓	Ratify	Publish
<input type="checkbox"/>	[S] [edit] [flag] [info]			First	18 (F) ✓	Ratify	Publish
<input type="checkbox"/>	[edit] [flag] [info]			First	Calculate	Ratify	Publish

4. Select Remove scaling

	Student Number	Exam number	Name	Sit	Calculated Result	Ratified Result	Published Result
<input checked="" type="checkbox"/>	[S] [edit] [flag] [info]			First	33 (F) ✓	Ratify	Publish
<input checked="" type="checkbox"/>	[S] [edit] [flag] [info]			First	28 (F) ✓	Ratify	Publish
<input type="checkbox"/>	[S] [edit] [flag] [info]			First	28 (F) ✓	Ratify	Publish
<input type="checkbox"/>	[S] [edit] [flag] [info]			First	23 (F) ✓	Ratify	Publish
<input type="checkbox"/>	[S] [edit] [flag] [info]			First	23 (F) ✓	Ratify	Publish
<input type="checkbox"/>	[S] [edit] [flag] [info]			First	18 (F) ✓	Ratify	Publish
<input type="checkbox"/>	[edit] [flag] [info]			First	Calculate	Ratify	Publish

Click Continue to remove scaling:

Confirm remove scaling ✕

The 2 selected students are ready to be unscaled.
To remove scaling for these students, please click continue below.

Continue
Cancel