Mark Scaling by Linear or Percentage Adjustment

Summary

Marks can be scaled up or down at item, component or assessment level.

This document covers these scaling methods:

Linear Adjustment

Increase or decrease marks by a specified number.

E.g. Add 5 marks to all results, so a mark of 50 becomes 55, 30 becomes 35 etc.

Percentage Adjustment

Increase or decrease marks by a specified percentage.

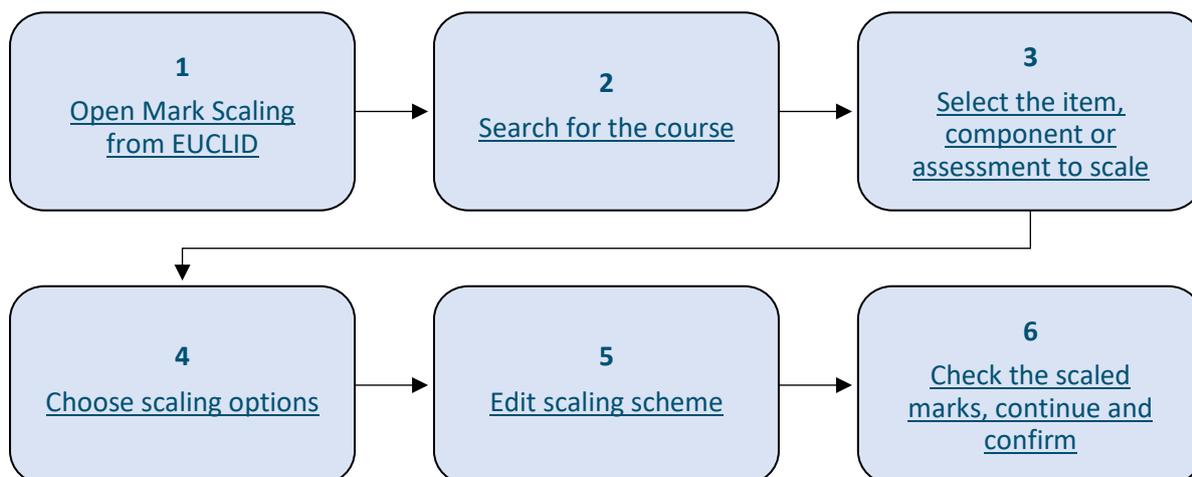E.g. Add 10% to all results, so a mark of 50 becomes 55, 30 becomes 33 etc.

Requirements

- Access to the mark scaling screens in EUCLID.

- Scaling enabled for the course instance you want to scale.
  Contact Student Systems to request access to scaling, you will also need to specify which courses you want to scale.
- Assessment marks have been entered, mark adjustments applied and the course marks have been calculated.

Process Overview

```
┌─────────────────┐     ┌─────────────────┐     ┌─────────────────┐
│        1        │ ──> │        2        │ ──> │        3        │
│ Open Mark Scaling│     │ Search for the  │     │ Select the item,│
│  from EUCLID    │     │     course      │     │ component or    │
│                 │     │                 │     │ assessment to scale│
└─────────────────┘     └─────────────────┘     └─────────────────┘
         │                                               │
         v                                               
┌─────────────────┐     ┌─────────────────┐     ┌─────────────────┐
│        4        │ ──> │        5        │ ──> │        6        │
│ Choose scaling  │     │ Edit scaling    │     │ Check the scaled│
│    options      │     │    scheme       │     │ marks, continue and│
│                 │     │                 │     │    confirm      │
└─────────────────┘     └─────────────────┘     └─────────────────┘
```

Step by Step Instructions

1. Open Mark Scaling from EUCLID

If this doesn't show please email Student Systems to arrange access.

2. Search for the course

Enter the Academic Year and Module (Course) code or name and then click Search.

If there are multiple instances of the course running you should also specify the Period Slot and Occurrence code.

3. Select the item, component or assessment to scale

Once in the tool you need to click the right 'Scale' button depending on what you're scaling:

Assessment scaling

If scaling an assessment you need to click the "Scale" button on the right of the assessment you want to scale.

Component scaling

If scaling a component, you need to first click the "Details" button for the assessment:

Then click the "Scale" button underneath the component you want to scale:

Item scaling

If scaling an item, you need to first click the "Details" button for the assessment:
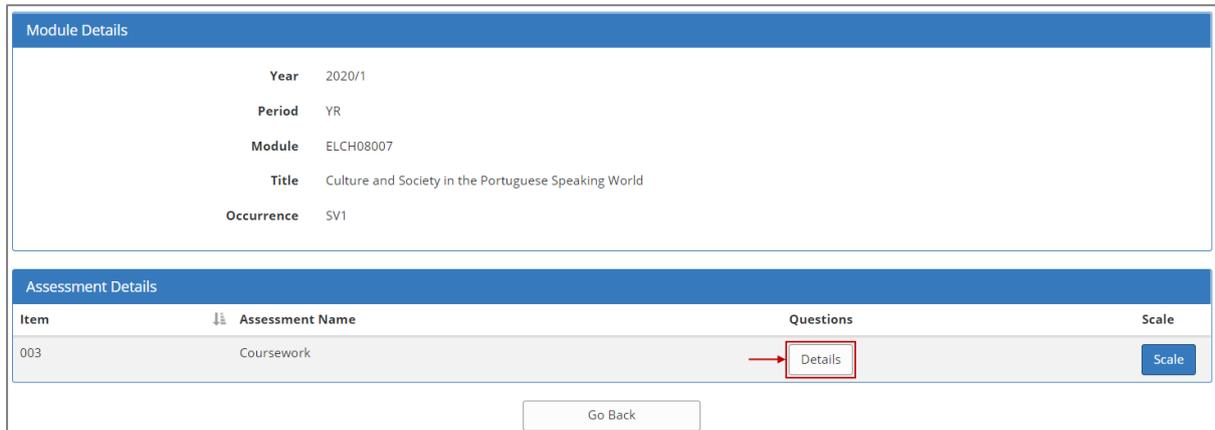
Then click the "Scale" button on the right of the item you want to scale:
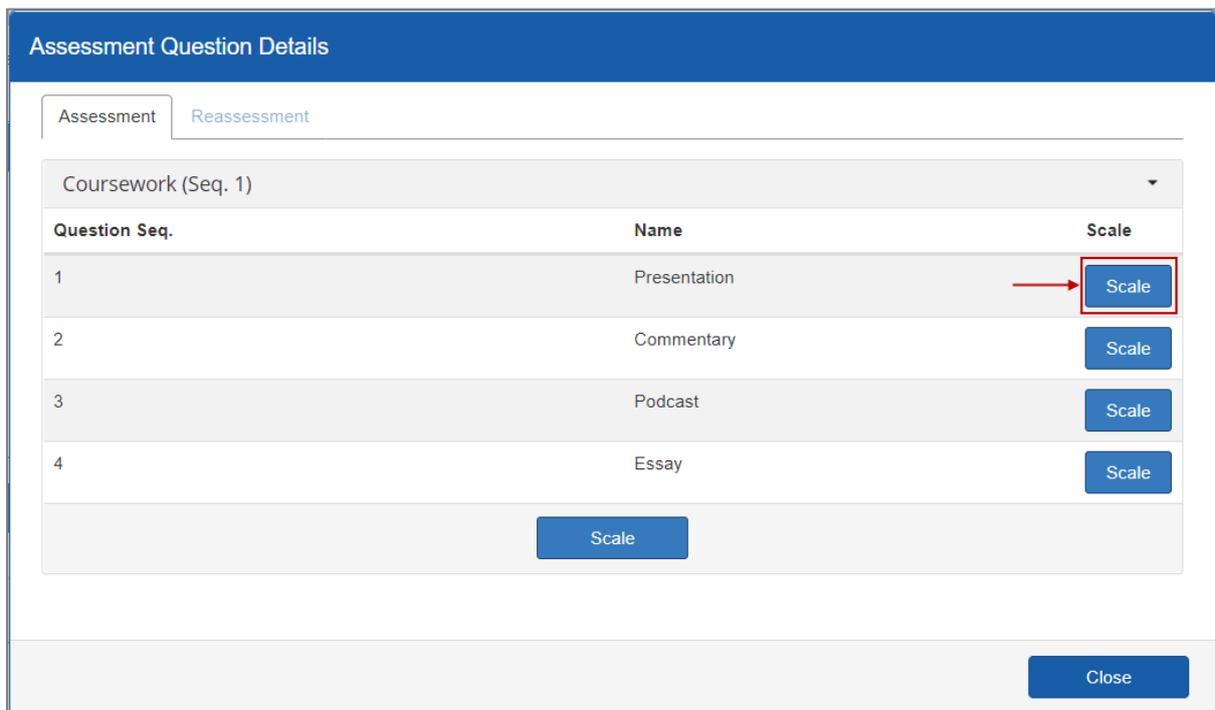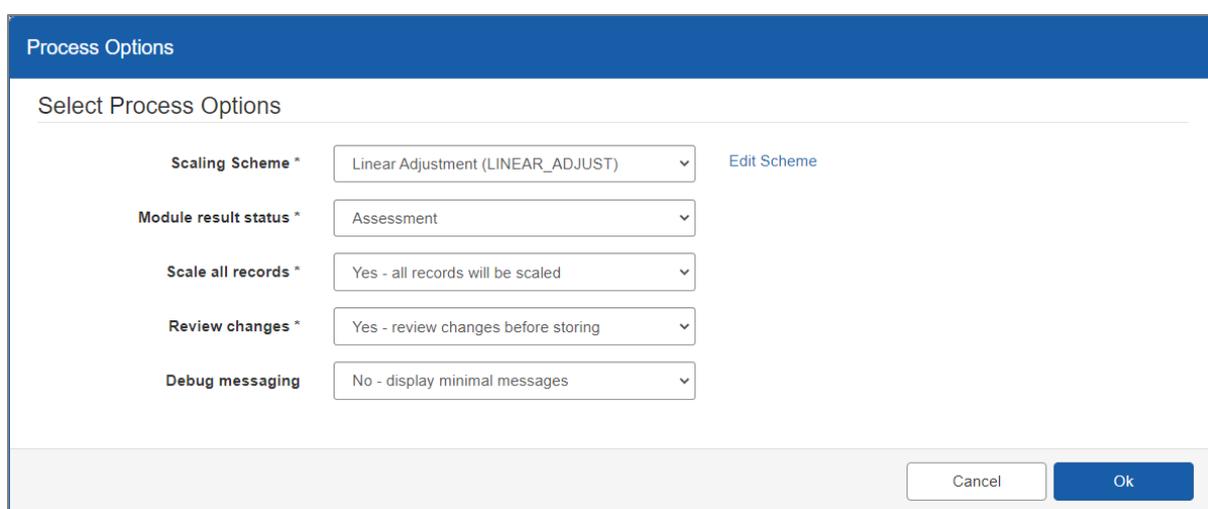

A pop up window "Select Process Options" will now appear.

4. Choose scaling options

Select from the drop down menus for each option but **don't click OK yet** (you'll do this after Step 5):

- *Scaling scheme*: choose your scaling method from the list:
    - **Linear Adjustment** – Increase or decrease marks by a number
    - **Percentage Adjustment** – Increase or decrease marks by a percentage
- *Module result status [this only shows if scaling an assessment]*: choose to scale assessment (first sit) results, reassessment (resit), or both
- *Scale all records*: choose to scale all students or to select which students you want to scale.
- *Review changes*: leave this as Yes so you can review changes before committing them
- *Debug messaging*: choose if you want detailed error messages or just minimal messages

Process Options

Select Process Options

Scaling Scheme *	Linear Adjustment (LINEAR_ADJUST) ▾ Edit Scheme
Module result status *	Assessment ▾
Scale all records *	Yes - all records will be scaled ▾
Review changes *	Yes - review changes before storing ▾
Debug messaging	No - display minimal messages ▾

Cancel   Ok

5. Edit scaling scheme

- Click Edit Scheme
- This will bring you to the "Scaling Scheme Elements" screen that allows you to set the range of marks you want to scale.
- By default it is set to scale marks from 0 to 100 for Linear and Percentage adjustments.
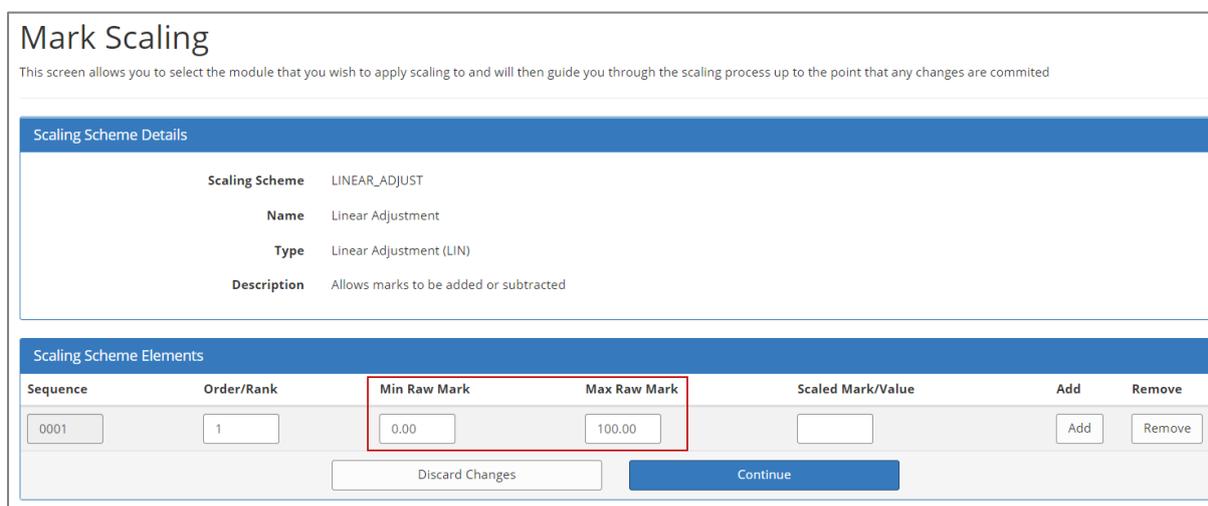
Mark Scaling

This screen allows you to select the module that you wish to apply scaling to and will then guide you through the scaling process up to the point that any changes are commited

Scaling Scheme Details

Scaling Scheme	LINEAR_ADJUST
Name	Linear Adjustment
Type	Linear Adjustment (LIN)
Description	Allows marks to be added or subtracted

Scaling Scheme Elements

Sequence	Order/Rank	Min Raw Mark	Max Raw Mark	Scaled Mark/Value	Add	Remove
0001	1	0.00	100.00		Add	Remove

Discard Changes   Continue

- You can change the values in "Min Raw Mark" and "Max Raw Mark" to set the range of marks to be scaled.

- In this example only marks from 20 to 80 will be scaled:

- If you are scaling an item that is marked out of more than 100 then you'll need to adjust the "Max Raw Mark".

- Under "Scaled Mark/Value" enter the value you want to scale with:

- Click Continue. This will return you to the "Select Process Options" window.

- Check your options and click "OK":

- This will run the scaling process and you'll then see a screen to check the scaling results.

Mark Scaling

This screen allows you to select the module that you wish to apply scaling to and will then guide you through the scaling process up to the point that any changes are commited

Scaling Results

Student	Name	Original Mark	Original Grade	Scaled Mark	Scaled Grade
		80	A2	90	A1
		60	B	70	A3
		20	F	30	E
		10	G	20	F
		40	D	50	C
		90	A1	100	A1
		50	C	60	B
		30	E	40	D
		70	A3	80	A2

| View Messages | Continue |

6. Check the scaled marks, continue and confirm

- Scan the list and check the marks have been adjusted correctly and when ready, click "Continue" at the bottom of the page.

| | | 30 | E | 40 | D |
| | | 70 | A3 | 80 | A2 |

| View Messages | Continue |

- Click "Yes" to commit the changes.

Commit Changes?

Do you wish to commit the scaled results? Select Yes to store changes or No to discard them

| No | Yes |

- Click "OK" to close the confirmation box:

Commit Complete

The commit process has completed.

| View Messages | Ok |

Next steps

You need to calculate the course results in the Assessment Hub to see the changes to the course mark.

For guidance, see Calculate.

Troubleshooting

Assessment Marks

The scaling process will fail if you enter values in the scaling scheme that will scale assessment marks over the maximum mark (100 for assessments).

Example

A Linear Adjustment of 12 is applied:

Scaling Scheme Elements						
Sequence	Order/Rank	Min Raw Mark	Max Raw Mark	Scaled Mark/Value	Add	Remove
0001	1	0.00	100.00	12.00	Add	Remove
		Discard Changes		Continue		

The highest mark achieved for the assessment being scaled is 90:

Select	Student	Name	Original Mark	Original Grade	Assessment Status	Scaling Status
☑			80.00	A2	SAS	Not Scaled
☑			60.00	B	SAS	Not Scaled
☑			20.00	F	SAS	Not Scaled
☑			10.00	G	SAS	Not Scaled
☑			40.00	D	SAS	Not Scaled
☑			90.00	A1	SAS	Not Scaled
☑			50.00	C	SAS	Not Scaled
☑			30.00	E	SAS	Not Scaled
☑			70.00	A3	SAS	Not Scaled

When the scaling process runs it fails to complete.

Clicking "View Messages" will show which records caused the problem:

Processing Not Completed

The processing could not be completed. Use the View Messages button to see any process messaging or click the Ok button to continue.

View Messages   Ok

Scaling Messages

Running Mark Scaling process for 2020/1 YR ELCH08007 SV1
No SRA records could be found in a status valid for scaling
SAS for student   and assessment 003 could not be scaled as no grade could be found for scaled mark 102

Scaling process results:
8 record(s) could be scaled
0 record(s) were skipped
1 record(s) errored

Ok

There are 2 ways to resolve this.

1. **Choose which students to include**

In the process options set "Scale all records" to "No - select the records to scale":

Process Options

Select Process Options

Scaling Scheme *	Linear Adjustment (LINEAR_ADJUST)	Edit Scheme
Module result status *	Assessment	
Scale all records *	No - select the records to scale	
Review changes *	Yes - review changes before storing	
Debug messaging	Yes - display additional messages	

Cancel   Ok

Deselect the students that will cause the process to fail using the check boxes on the left of the screen. Scaling will ignore these students.

☑	10.00	G	SAS	Not Scaled
☑	40.00	D	SAS	Not Scaled
☐	90.00	A1	SAS	Not Scaled
☑	50.00	C	SAS	Not Scaled

Adjust the marks for these students in the assessment hub manually if required.

2. Adjust the Scaling Scheme

Set the "Max Raw Mark" to a value to prevent a scaled mark of more than 100.

In this example the "Scaled Make/Value" is set to 12 for a Linear Adjustment, so the maximum assessment mark that can be scaled is 88.

When the scaling process runs any marks over 88 will be ignored:

Marks over 88 can be adjusted manually in the assessment hub.

Component and Item Marks

Component marks can be scaled over 100 and item marks can be scaled over their "marked out of" value.

The scaling process doesn't fail but this can prevent the assessment and course results being calculated if the component or item mark result in an assessment mark of more than 100.

In this example the item "Part 1" which is marked out of 10 has been scaled to 14.

This stops the assessment and course results being calculated as the assessment result will be more than 100 (115% in this case).

To prevent this, either deselect students so they don't get processed or adjust the scaling scheme to exclude higher marks.

Reset Scaling

You can return marks to the original value by setting the "Scaled Mark/Value" to 0 and running the scaling process again.

Scaling can be removed in the "i" screen and the Process Course results Screen, details can be found here.

Note: Scaling needs to be removed if you need to change component marks for a scaled assessment.

The assessment mark won't calculate to reflect component changes until scaling has been removed.