

# INFORMATIONAL SHEET

## EXTRA CREDIT

### How Can I Give Extra Credit on Schoology?

Create a new assignment worth 0 max points within one of your existing Grading Categories, and then assigning the number of extra credit points to each student who completes the item accordingly. By creating an assignment worth 0 max points, you can avoid penalizing students who do not complete optional extra credit, while ensuring that students who do complete it see a boost in their overall grade.

### Understanding How Extra Credit Materials are Calculated on Schoology

The way in which a material item worth zero points is calculated depends on whether the category the item is in is graded by Percentage or by Total Points. Check how your Grading Category is calculated by clicking **Gradebook** on the left side of your course and then clicking **Grade Set Up**. Click on the name of the category and note whether it is Calculated By: Percentage or Total Points.

### Extra Credit in Percentage-Based Grading Categories

For each material with max point of 0, the point score given to the material with max point of 0 is converted directly to a percentage. That percentage is added to the sum of all other percentage scores for materials with max points greater than zero in the category, and that sum is divided by the number of materials with max points greater than zero in the category. For example, all the materials listed in the table below are in the same grading category, which is calculated by Percentage.

Material Title	Possible Points	Points Scored	% Score
Material A	45	30	66.7
Material B	70	60	85.7
Material C	25	22	88
Material D	80	75	93.8
Material E (Extra Credit)	0	30	30

Category Percentage Score calculation = (Sum of percentage scores on each item)/number of materials with max points greater than zero in the category  
= (66.7 + 85.7 + 88 + 93.8 + 30)/4 = **91.0%**

### Extra Credit in Total Points-Based Grading Categories

The possible points for all materials in category are divided by the total points scored and multiplied by 100 to give a total percentage grade.

Material Title	Possible Points	Points Scored	% Score
Material A	45	30	66.7
Material B	70	60	85.7
Material C	25	22	88
Material D	80	75	93.8
Material E (Extra Credit)	0	30	30

Category Percentage Score calculation = ((Sum of points scored)/(Sum of possible points))\*100  
=((30 + 60 + 22 + 75+30)/(45 + 70 + 25 + 80+0))\*100 = **98.6%**

### Providing Extra Credit by Adding a Grade Column

Alternatively, if you want to add an extra credit score in your Schoology Gradebook for work or participation completed outside of Schoology, you can add a grade column to your Gradebook.