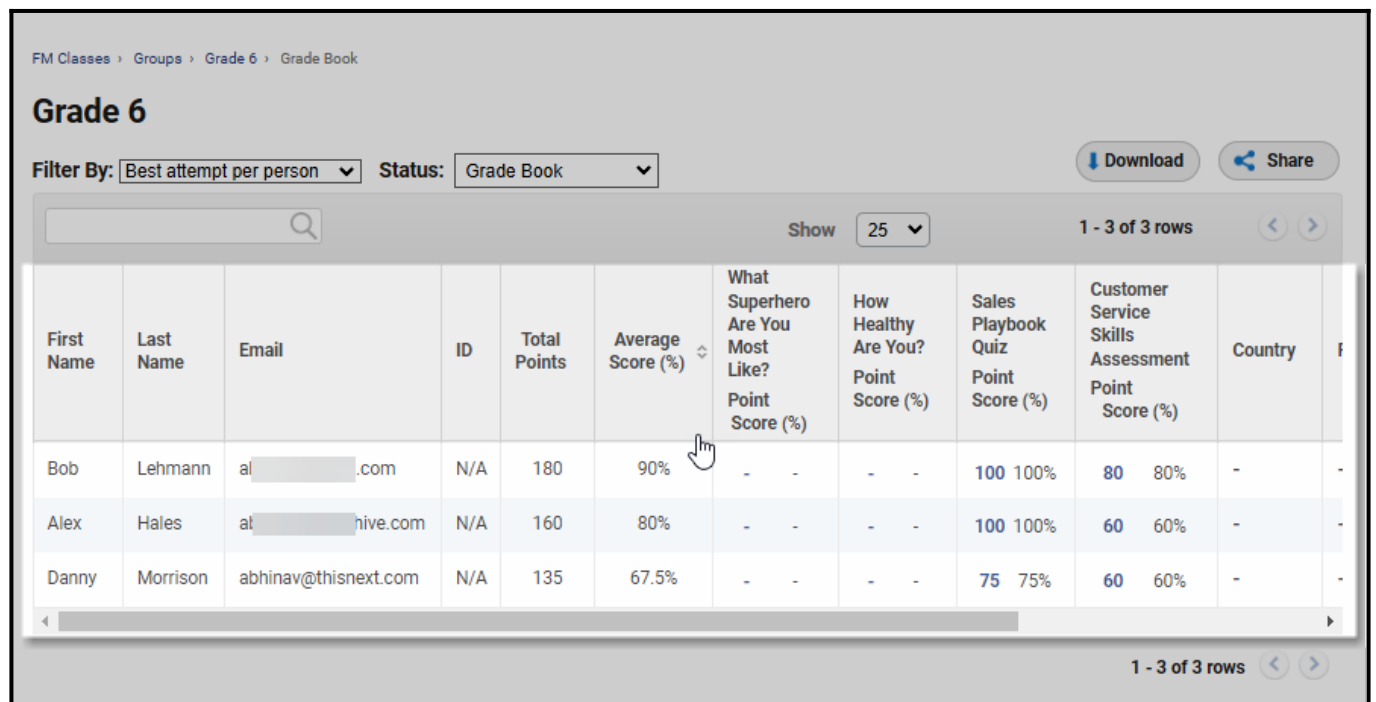


How to View the Grade Book Report

A grade book report refers to an online record that summarizes and displays the scores, grades, and performance of learners who have taken quizzes.

It includes information such as the learners' names, email addresses, IDs, the quizzes assigned to them, the date the quizzes were taken, the scores achieved, and so on. The grade book report is usually accessible by teachers and instructors to monitor learners' progress and performance over time.

Here's what a grade book report looks like:



FM Classes > Groups > Grade 6 > Grade Book

Grade 6

Filter By: Best attempt per person Status: Grade Book

Download Share

Show 25 1 - 3 of 3 rows

First Name	Last Name	Email	ID	Total Points	Average Score (%)	What Superhero Are You Most Like? Point Score (%)	How Healthy Are You? Point Score (%)	Sales Playbook Quiz Point Score (%)	Customer Service Skills Assessment Point Score (%)	Country
Bob	Lehmann	al[redacted].com	N/A	180	90%	- -	- -	100 100%	80 80%	-
Alex	Hales	al[redacted]hive.com	N/A	160	80%	- -	- -	100 100%	60 60%	-
Danny	Morrison	abhinav@thisnext.com	N/A	135	67.5%	- -	- -	75 75%	60 60%	-

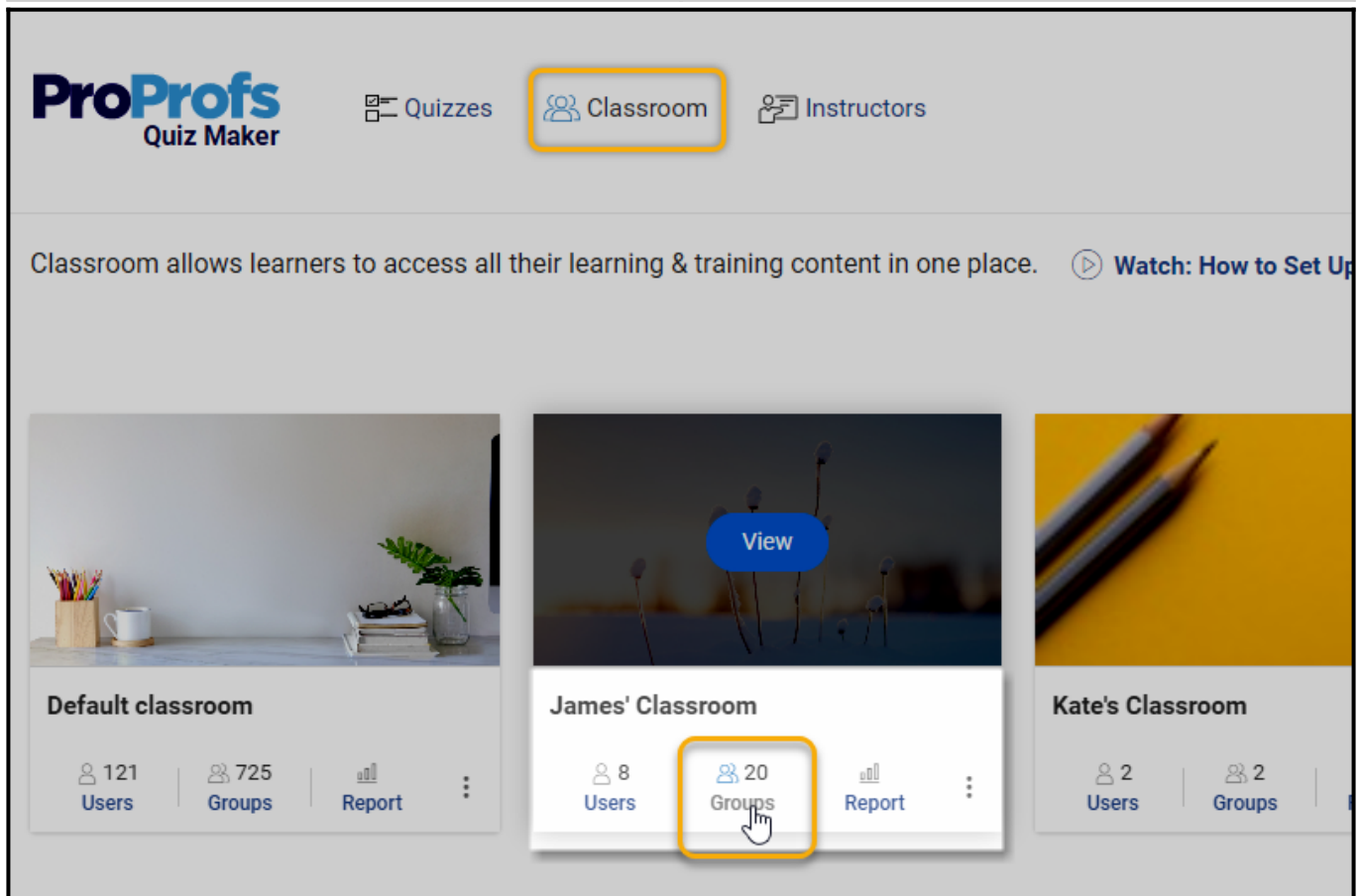
1 - 3 of 3 rows

A few benefits of a grade book report:

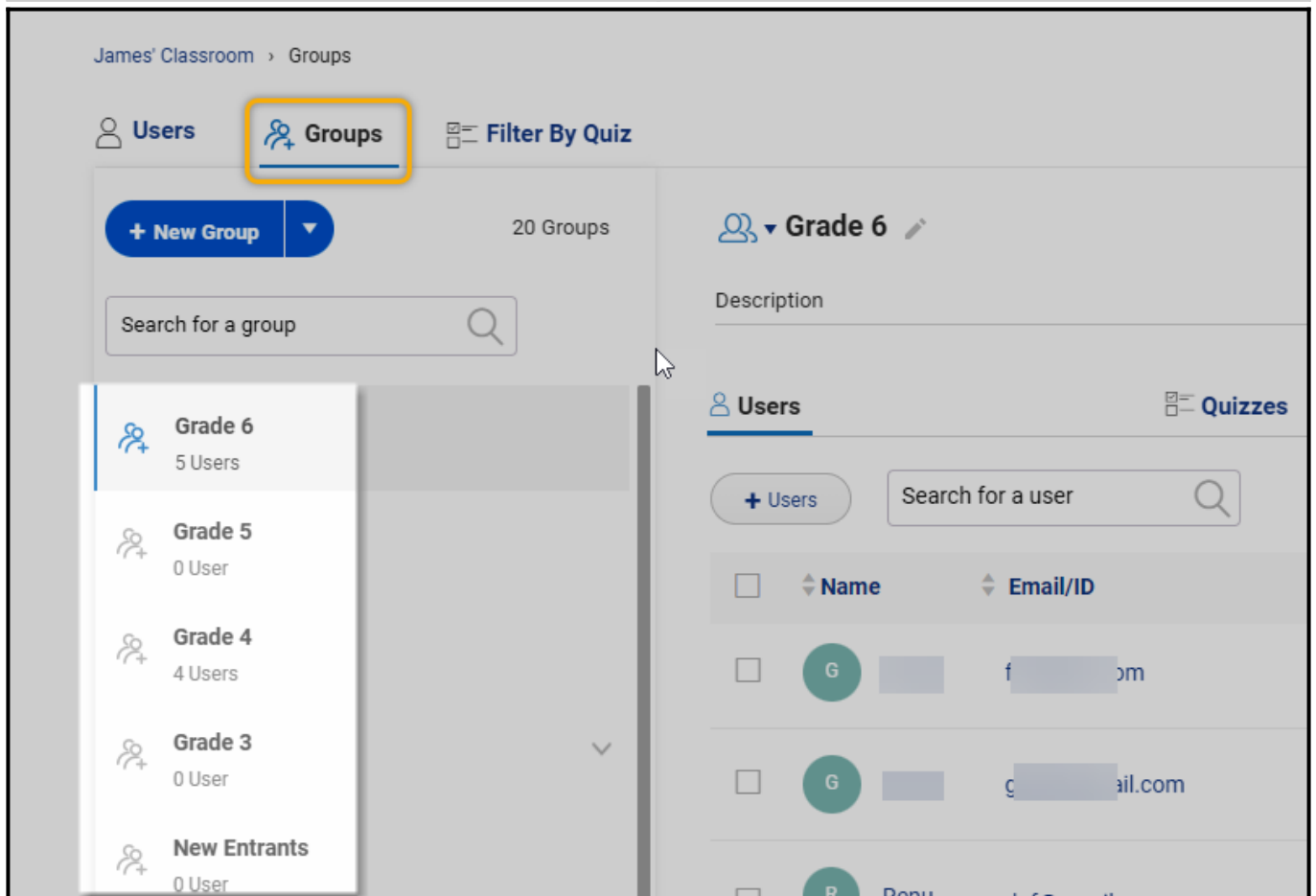
- **Easy tracking of progress and performance analysis:** Instructors can quickly see how each learner is performing on quizzes and identify their strengths & weaknesses
- **Streamlined grading process:** Automated grade book reports eliminate the manual effort required to create and maintain learner records and give grades
- **High accuracy:** A grade book report can reduce manual calculation errors, ensuring more accurate grades for learners
- **Improved organization:** Every critical data related to a learner's performance in quizzes will be at a centralized location

To view the grade book report:

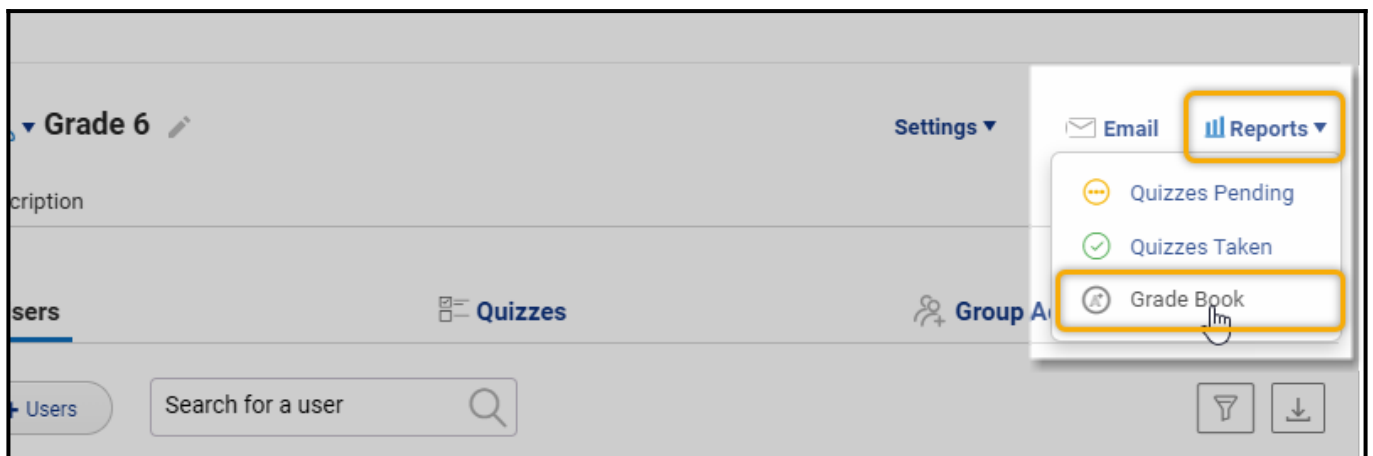
Step 1: Go to **Classroom > Groups** of a classroom in your Quiz Maker account.



Step 2: Select a group and navigate to the **Reports** option.



Step 3: Choose **Grade Book** from the dropdown menu.



Step 4: The Grade Book report provides the following info:

1. A list of the learners added to the group
2. Average points scored
3. Total points
4. Points per Quiz
5. Download the report or share the report link with your peers.

FM Classes > Groups > Grade 6 > Grade Book

Grade 6

Filter By: Best attempt per person Status: Grade Book

Download Share

1 2 3 4 5

First Name	Last Name	Email	ID	Total Points	Average Score (%)	What Superhero Are You Most Like? Point Score (%)	How Healthy Are You? Point Score (%)	Sales Playbook Quiz Point Score (%)	Customer Service Skills Assessment Point Score (%)	Country
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Alex	Hales	[REDACTED]hive.com	N/A	160	80%	- -	- -	100 100%	60 60%	-
Danny	Morrison	[REDACTED]ext.com	N/A	135	67.5%	- -	- -	75 75%	60 60%	-

1 - 3 of 3 rows

Note: The personality quizzes differ from scored quizzes. Hence, their points are not displayed in the grade book.

Related Articles:

- [How to View Advanced Progress Reports](#)
- [How to Customize Personality Quiz Report Settings](#)
- [How to View Recent Activity Reports of Your Users](#)