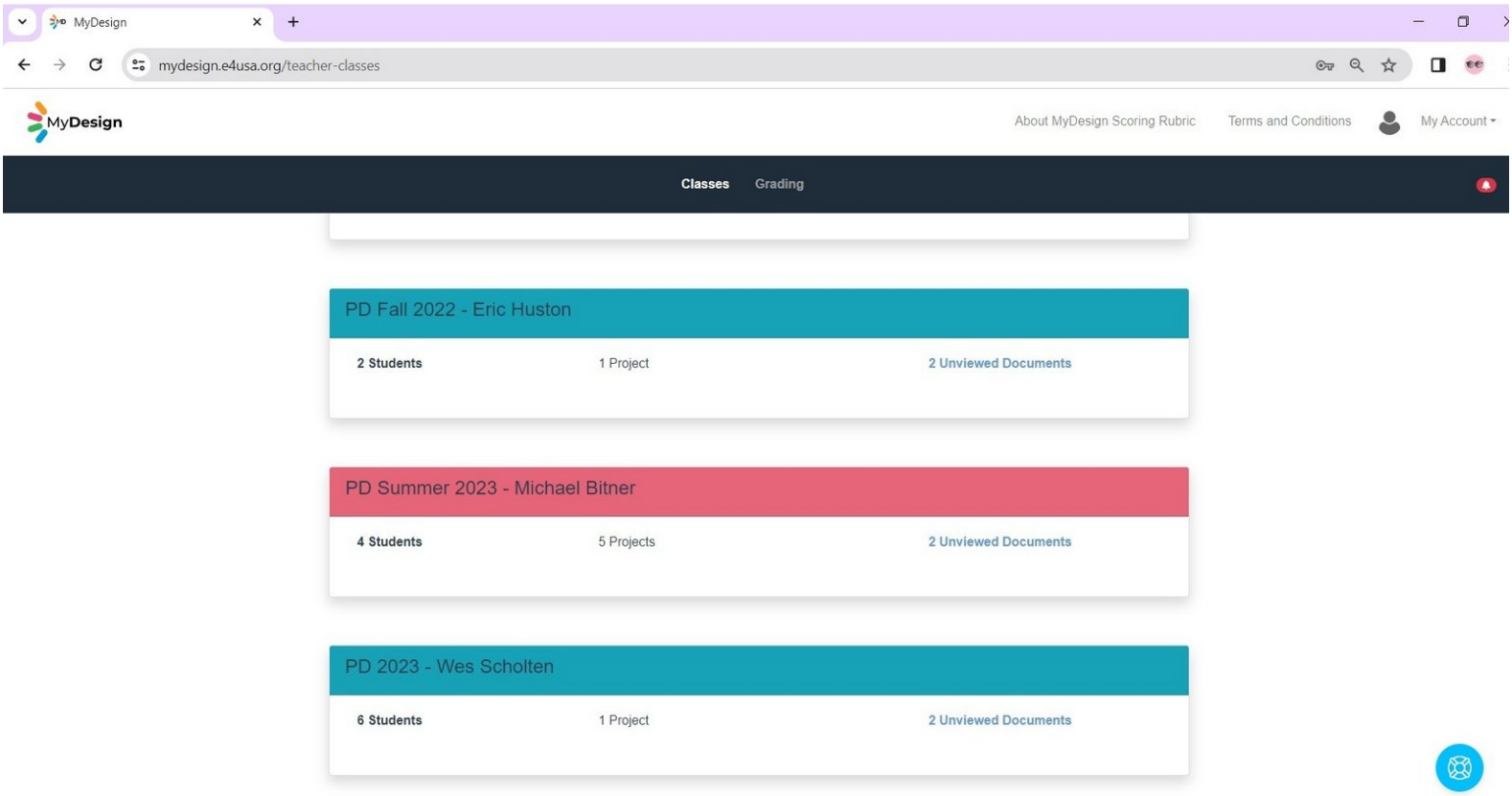
Filtering Tables of Student Submissions in e4usa MyDesign®

This guide describes the User Interface for filtering tables of student document submissions.

Written By: Michael Bitner



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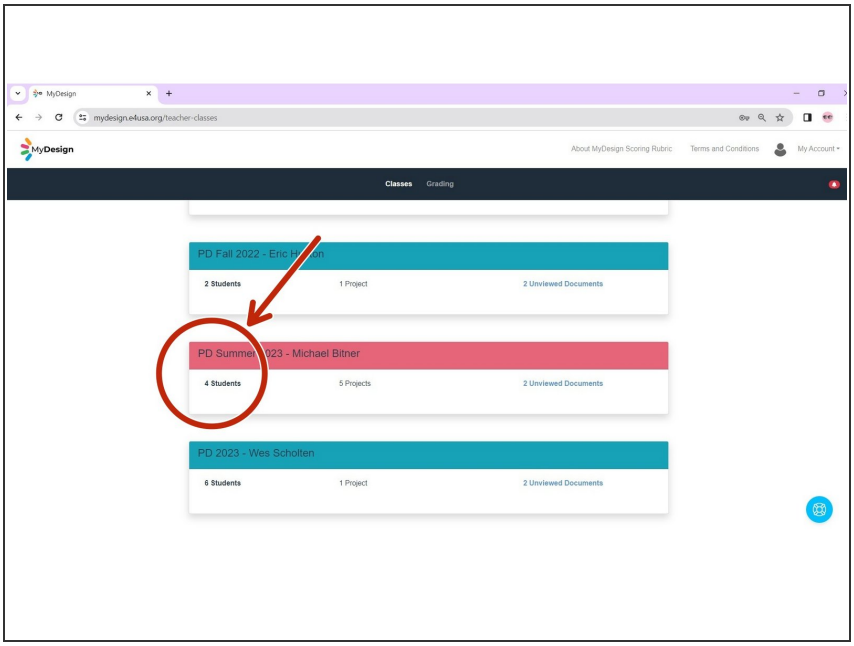
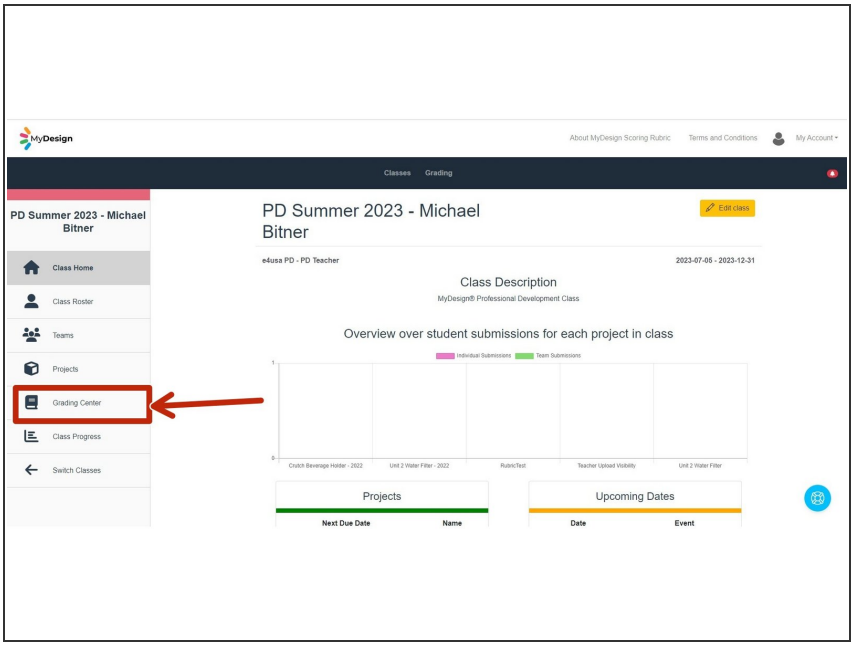
Step 1 — Select a Class for Viewing Student Submissions



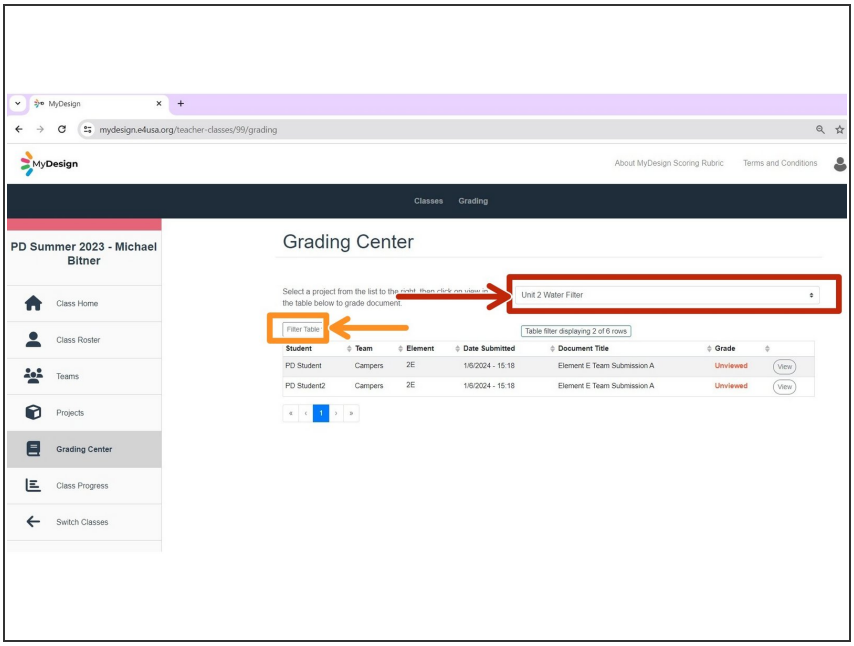
- Select anywhere within the desired Class card

Step 2 — Filtering in the Grading Center



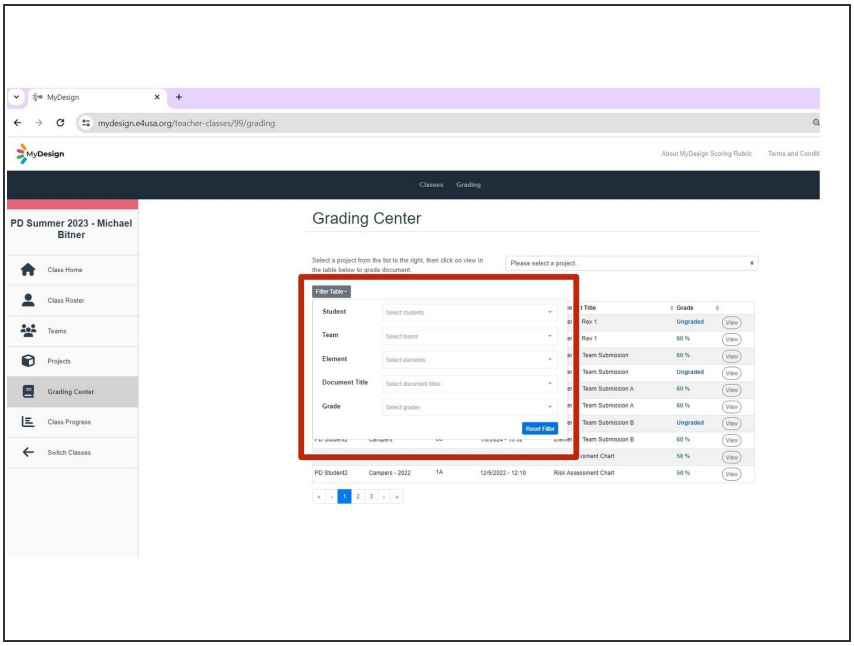
- The Class Home page appears
- Select **Grading Center**

Step 3 — Project Filtering in Grading Center



- Select your project in the **Please select a project** dropdown menu to filter for a single project.
- Select **Filter Table** menu to view other filtering options

Step 4 — Using Filtering Table in Grading Center



- The table of student submissions can be filtered for any or all: Student Name, Team Name, Element, Document Title, and/or Grade
- Select desired filters

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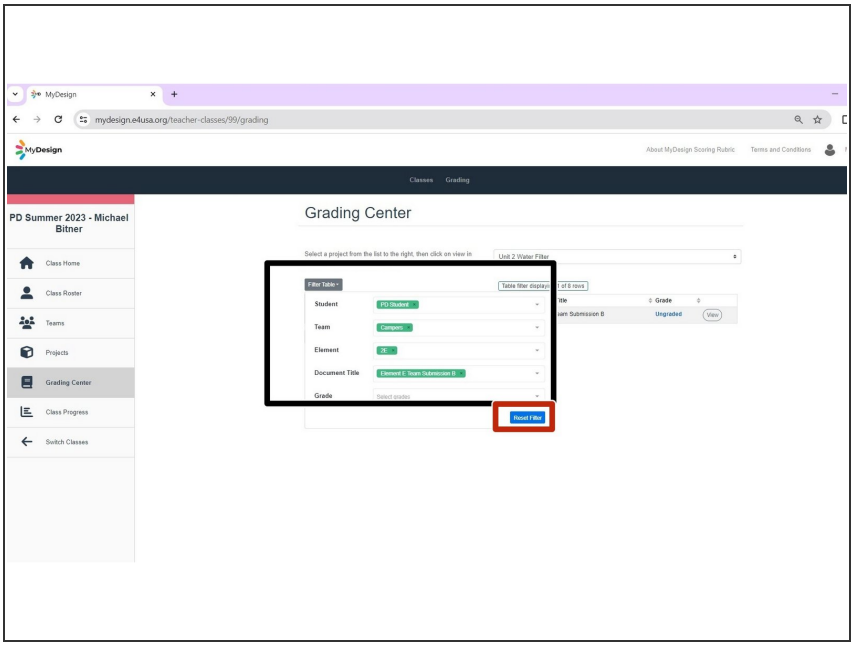
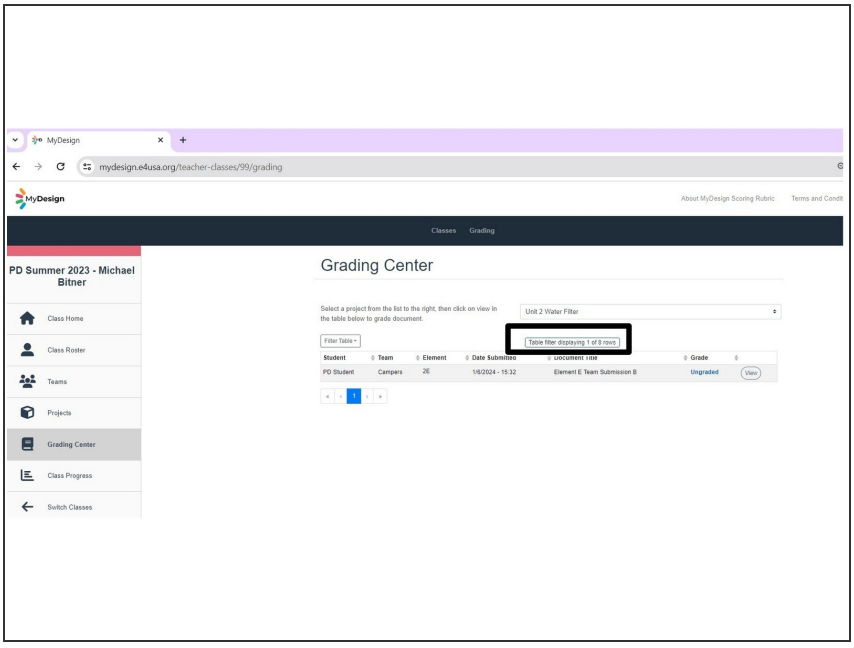
Step 5 — Selecting Filters



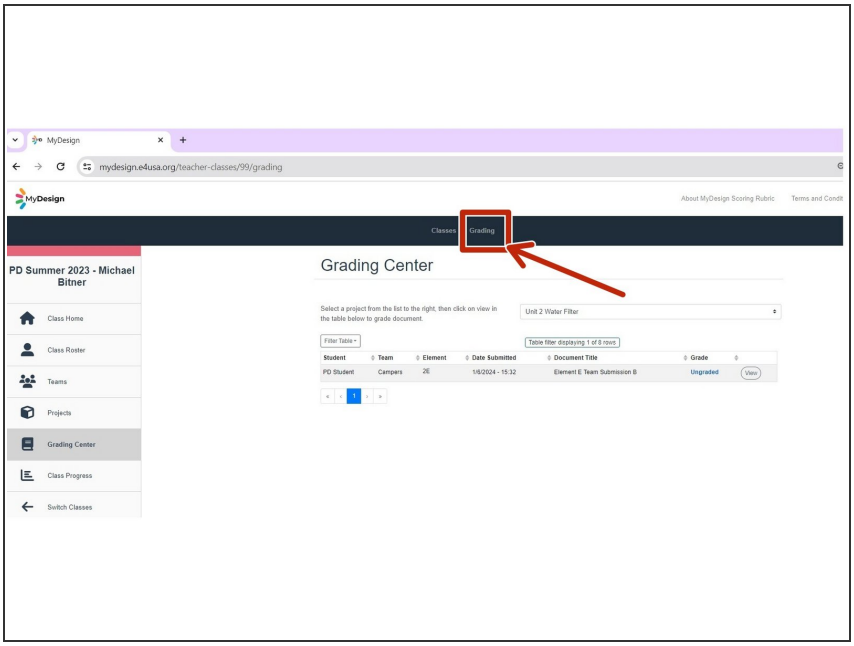
- Filters have been selected for Student Name, Team Name, Element, and Document Ttile
- Filters can be removed by selecting **Reset Filter**.

Step 6 — Filter Results in Grading Center



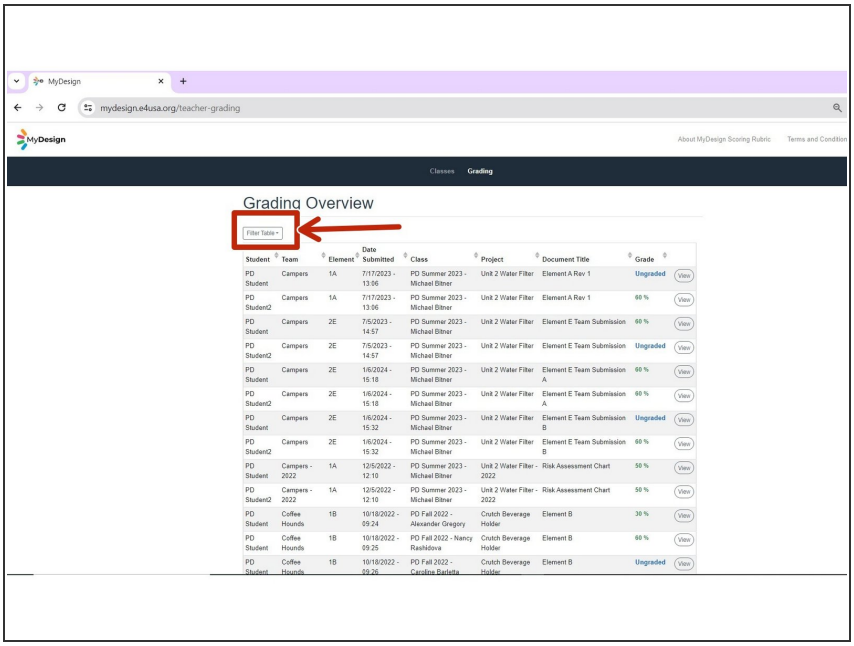
- Filter results show number of rows displayed out of total number of rows

Step 7 — Filtering in Grading Overview



- Select **Grading** to view Grading Overview table of student submissions.

Step 8 — Selecting Filter Table in Grading Overview



- Grading Overview appears
- Select **Filter Table**

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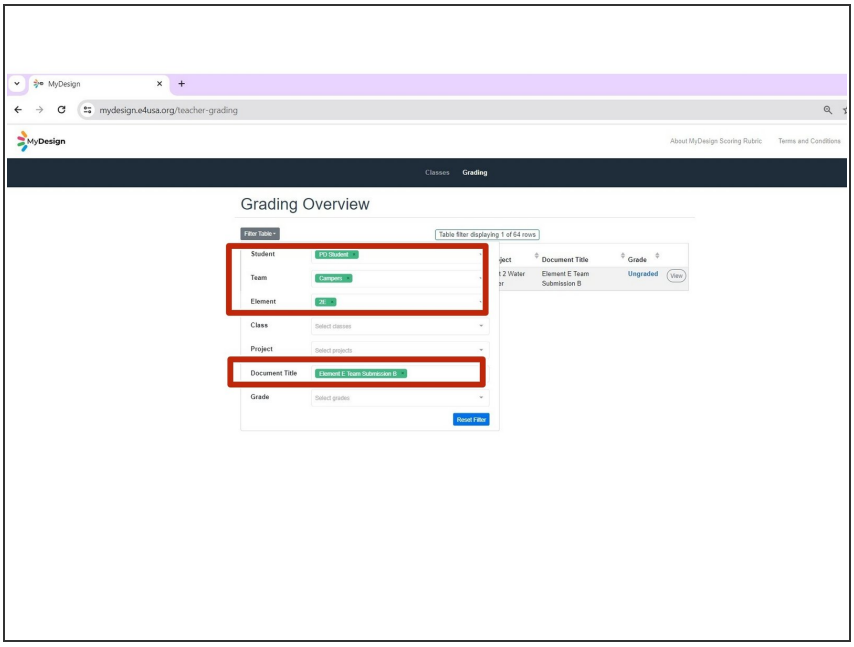
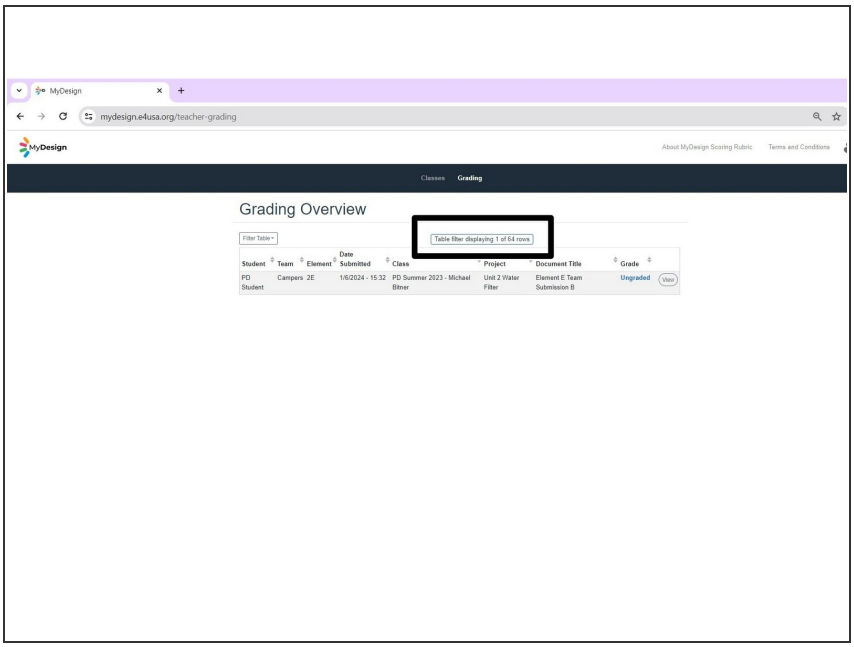
Step 9 — Grading Overview Filter Table



- The Grading Overview Filter Table is identical to the Filter Table in the Grading Center except that "Project" and "Class" have been incorporated into the table.
- Select the same filters as applied in Step 5 for the Grading Center: Student Name, Team Name, Element and Document Title

Step 10 — Filter Results in Grading Overview



- As in the Grading Center, filter results show number of rows displayed out of total number of rows

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