

Flubaroo with Google Forms/Sheets

Creating Self Grading Forms

In this module...

you will utilize Flubaroo's autograding option to create self-grading and reporting Google Forms.

Purpose

Leveraging the ability to email students individual score reports, autograding Google Forms can be used to provide students "self-check" reports throughout a lesson. Flubaroo will also allow teachers to see a summary of the results as well as the individual performance of each student.

Pro-Tip

To encourage students to become self-assessing learners, consider given students multiple chances to complete the same self-grading Google Form multiple times. Research has shown that knowledge retention is improved when students self-discover and self-correct errors.

WARNING

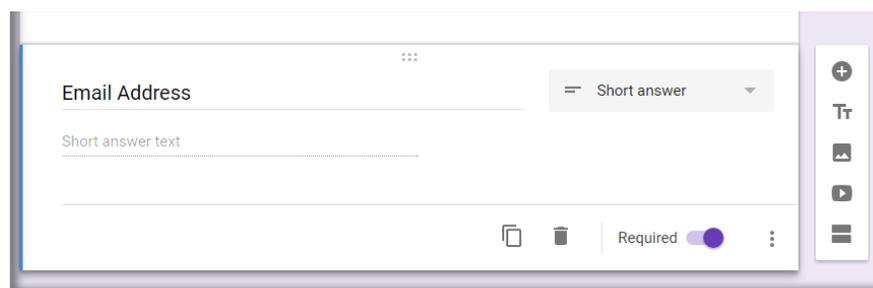
Use great care when enabling an autograding Google Form. Personal Google Accounts are limited to generating about 100 emails per day through programmed Add-ons like Flubaroo. If you exceed this limit, Google does reserve the right to **SUSPEND** your account and revoke your Google Account.

Google Educator accounts have an email limit of upwards of 1500 emails per day. To see how to check your email quota, read the [Flubaroo Help Document on Email Quotas](#). While Flubaroo can be used by any Google Account, it is highly recommended that autograding is enabled only from a Google Educator account.

Step-by-Step

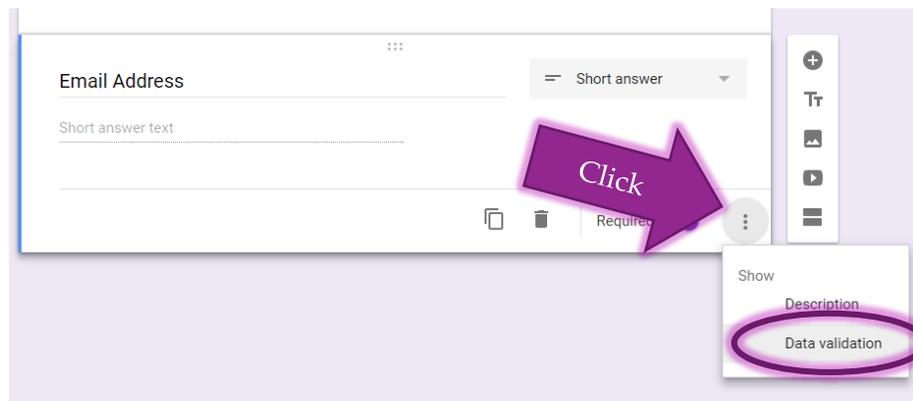
Step 1: Add an Email Identification Question

Create a google form and be sure to include a "Short Answer" question that is a "Required Question" asking for a student to enter an email address.

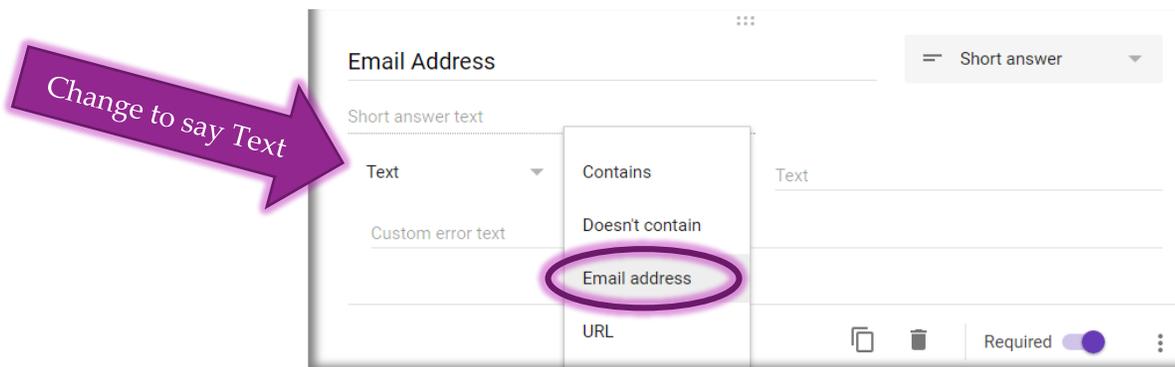


The screenshot shows a Google Form question configuration interface. The question title is "Email Address". The question type is set to "Short answer". The "Required" toggle is turned on. The form field is labeled "Short answer text". The interface includes a plus sign icon for adding more questions, a trash icon for deleting the question, and a three-dot menu for additional options.

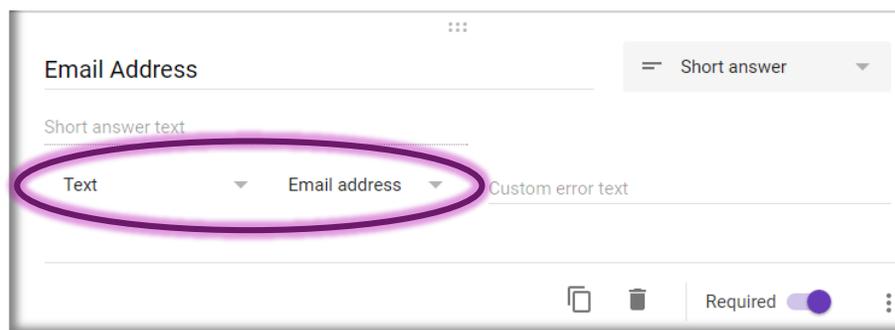
TIP: It is possible “validate” email addresses from Google Forms to help minimize typos while entering in an email address. This can be done by clicking on the options context menu at the bottom right of the question and then selecting “Data Validation”.



This will display an additional row of dropdown menus. Select “Text” from the first dropdown; then, change the second dropdown box to “Email Address”.



After selecting all of the correct options, the email question should have settings matching the picture below.



Step 2: Create An Answer Key

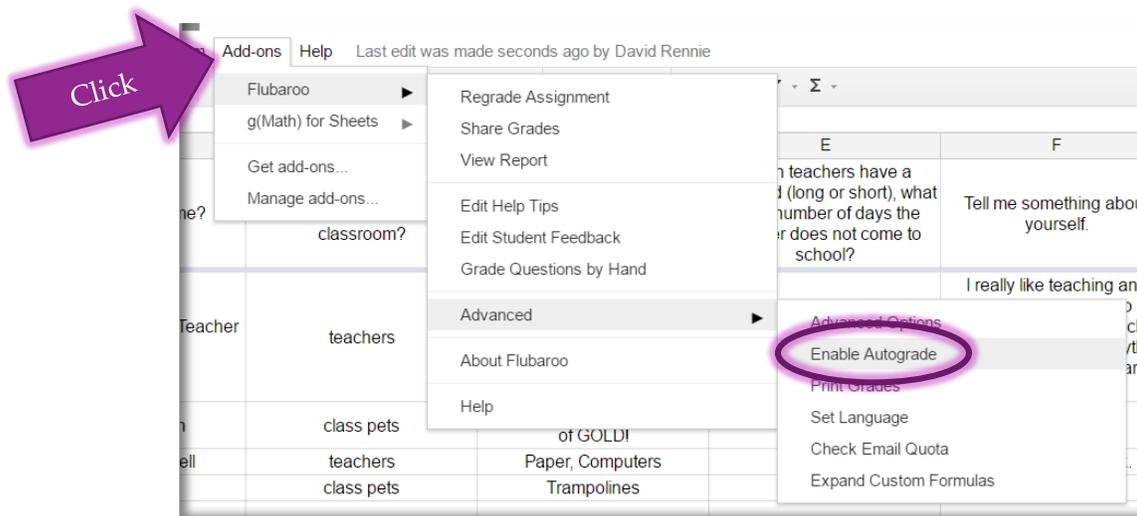
Fill in the Google Form with the appropriate answer key responses.

NOTE: When you are constructing an autograded Google Form, you will not have the opportunity to “grade by hand” any question. This means you should limit the Google Form to close-ended questions.

Step 3: Enable Autograding

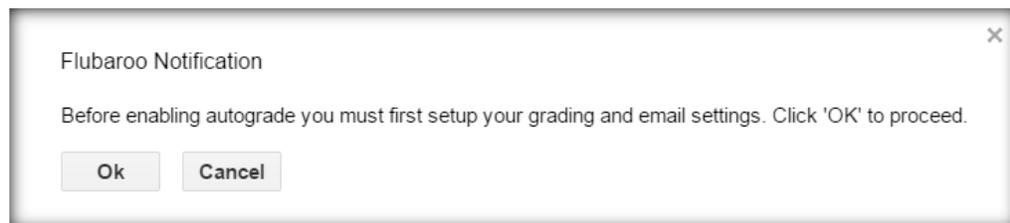
This step should be enabled from a Google Educator account. So long as autograding is active, students will be able to submit the Google Form and receive email responses as many times as they would like. Flubaroo will record how many attempts a student makes so long as they answer “Student Identification” questions exactly the same way each time.

Go to the “Advance” option in the Flubaroo Add-ons menu then select “Enable Autograde”



Step 4: Setup Email Information

This will create a pop-up display prompting you to create email and grading settings.



Select the **Ok** button. This will display the same “Grading Setup” pop-up used for grading student responses covered in an earlier module.

Grading Option	Points	Question
Identifies Student	1	What is your name?
Normal Grading	1	Which of these is most likely to be the ...
Normal Grading	1	Which of these would you find in most cl ...
Normal Grading	1	When teachers have a weekend (long or sh ...

Click the Continue button once all of the points have been assigned and “Identifies Student” question have been flagged correctly. The next window will prompt you to select the response row that contains the answer key.

Select the appropriate row and click the Continue button. This will move you to the “Sharing Grades” pop-up menu.

Step 5: Select Sharing method

From the Share Grades pop-up menu, change the “Email Address Question” dropdown to display the question that contains the students’ email addresses.

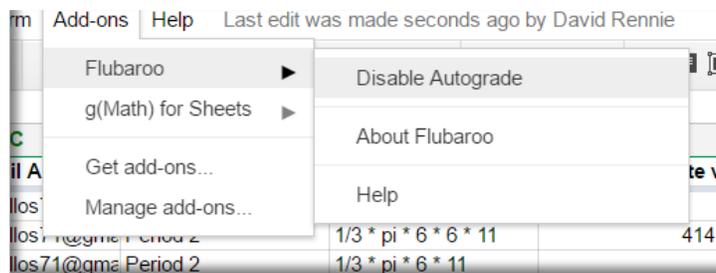
Change to email question

After selecting the sharing method and entering any message to include for the entire class, click the **Continue** button. You will see a confirmation that autograder has been enabled.

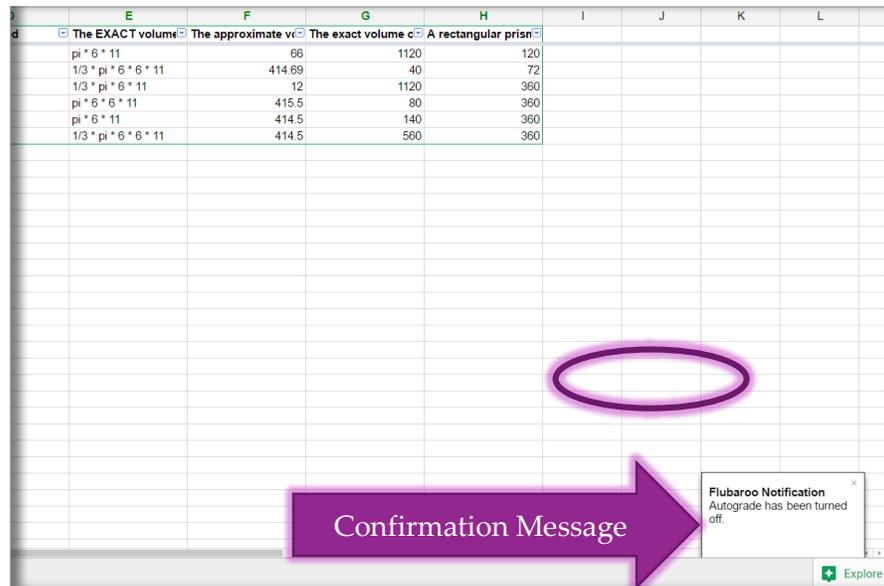
Reporting is automatically recorded on the “Grades” worksheet. It can take up to 1 minute for students to receive email feedback from Flubaroo.

Step 6: Disabling Autograding

So long as Flubaroo is setup to autograde, the Flubaroo Add-ons menu will display a limited set of options.



The very first option is to disable autograding. Selecting to disable autograde will immediately disable autograding without any further confirmations required. You can verify that autograding has been disabled because there will be a pop-up menu in the lower right corner of the current worksheet with a confirmation message.



✓ DONE