

Mandatory Pass Components

A Mandatory Pass Component is also known as a hurdle. A Mandatory Pass Component is an additional requirement that mandates a required task or a minimum level of performance as a condition of passing a course.

Where a course is to have a Mandatory Pass Component, the requirement must be recorded in the Course Profile.

Note: Griffith has a range of guidelines which should be read regarding when Mandatory Pass Components should be applied to assessment. These are available from the Course Profiles Resources webpage.

Impact on student grades

Mandatory Pass Components should be used sparingly. If a student fails a Mandatory Pass Component, the Grade Management System will assign a Fail grade regardless of what grade that student may have achieved, even if they would have otherwise achieved a grade of 4, 5, 6 or 7.

Anytime a mandatory Pass Component is set, consider allowing either a resubmission, reattempt or supplementary assessment for that task. This will provide another chance for your students to meet the additional requirement and will reduce the number of students failing the course.

In the Course Profile

Navigate to Section 5 Assessment.

Choose Lie (Edit) to open the required assessment task. (Refer Figure 1.)

Add Assessment	🐈 Add/Edit Groups						0 н
Assessment Task	Due Date	Weighting	Marked out of	Learning Outcomes	Re submit / Re- Attempt	Maximum Extension Period	
Test or quiz Online Quizzes	9 Jul 18 12:00 - 13 Aug 18 08:55	20%	20 marks	1, 2, 3	No		
Assignment - Written Assignment Critical Essay	10 Sep 18 Monday 08.55am	40%	100 marks	1, 2, 3, 4	No		
Exam - selected response Multiple Choice Final Exam	Examination Period	40%	80 marks	2, 3	No		

Choose the Edit icon to open the assessment task.

Figure 1 Open the required task in the Course Profile.

Scroll down the pages to the section "Mandatory Pass Component". Choose "Yes". Two additional questions display. (Refer Figure 2.)

Note: Choose "Yes" for only ONE of the two questions.

Note: Answering yes to "Is a minimum percentage mark required for this task to pass this course?" assumes that the student will need to submit the assessment item.

Grade Management System

Requirement	Does this assessment task have a mandatory pass component	Is a minimum percentage mark required for this task to pass this course?
Mandatory Pass Component with no minimum percentage. Assessment item only needs to be submitted.	Yes	No
Mandatory Pass Component and minimum percentage must be obtained.	No	Yes Enter minimum percentage.

As the fields are completed, a paragraph displays summarising the selected options.

This paragraph also displays to the student. Check that the displayed information reflects your requirements.



Figure 2 A paragraph summarises the selected options.

In Section 5.4 Other Assessment Information, consider whether a student should be offered the opportunity for a supplementary assessment (either school based or centrally managed by Exams and Timetabling).

The Assessment Summary and Section 5.4 Other Assessment Information summarised the selected options. This information also displays in the Student View. (Refer Figure 3.)

Remember: Any new or changes to a Mandatory Pass Component in the Course Profile are considered a Major change and must go to the Dean (Learning and Teaching) for approval.

The Univ Standard Individua Adjustm	versity shall provide reasonable adjustments to assessment for students with disabilities consident with the Disabilities is for falcaders to both while maintaining the excelent integrity of its programs. Adjustments shall be made on an tents for Assessment - Students with Disabilities
Supplem	entary Assessment is not available for this course.
Final Gra	des
A student's pass comp your grade	s final grade for this course will be based on the aggregation and weighting of marks across assessment, any mandatory conents and grade cut-offs. Grade cut-offs can vary, so you will need to wait for the official release of grades to be sure of for this course.
• Th	is course is a graded course (i.e 7, 6, 5, 4, 3, 2, 1).
• Th	is course contains mandatory pass components.
Mandator	ry pass component
To be eli	igible to pass this course, students must:
1.1	achieve an overall pass mark for this course, and
ii. i	achieve a minimum percentage mark of 40% [min 32 out of 80 for 'Multiple Choice Final Exam'].

Figure 3 The student view includes the Mandatory Pass Component information.

In the Grade Management System

Once you have set up a mandatory pass component within the Course Profile, this information will automatically flow into the Grade Management System.

Navigate to the required course within Grade Management System to view Step 1 Assessment Mapping.

Select the assessment task which you have assigned a mandatory pass component. The assessment attributes which have come from the Course Profile are listed. (Refer Figure 4.)

ask Number	3		Mark Centre	
litte	Multiple Choice Final Exam		Course ID:	67696 1
Mark Type	Score			2017CCJ_3185_GC
Weighting	40.00 %		Column ID:	
Marked Out Of	80.00 marks		Possible Score:	0.00
Mandatory Pass	Component			
Mandatory Pass	Component			
Does this task I	ave a Mandatory Pass Component?	Yes		
Minimum Perce	ntage to Pass:	40.00 %		

Figure 4 View the assessment task to confirm mandatory pass component details have transferred from the Course Profile.

In Step 2 Check, an additional column "Failed MPC?" displays.

Any marks which are blank or 0 within the Marks Centre are highlighted in yellow and have a yellow triangle. Before grades can be calculated, these marks must be confirmed. (Refer Figure 5.)

		heck	lering 2017CCJ Forensic Sc aste: Graded	Course St	atus: 2.0 m Justic	Check L	location: Cold Cr Jrade Cut Offs: Standas	View Full Mark Certh past, On campus, In Person	e Back to Course Li Term: Trim *Supp Allowe	st Previ	Step 2 of 4	Select icon with yellow triangle to confirm missing marks.
Yellow triangle indicates assessment tasks not submitted.	54	Student G Grades	rid Assessment Harks En Iame Boys.Doe	x Q rolment	54499	Total Mark	1) Online Quizzes mark (20%) 80% (16/20)	Personalize 2) Criticel Essay mark (495a) 69% (60/100)	Find View All (20)	First (1)	1-97 of 97 ® Last	Missing marks for mandatory pass component are identified as "unknown".
		2 ♥ 3 ♥ 4 5 6 7	Hazel, Witch Cluck, Clara Mogul, Grandv Guil, Garvey Duck, Daisy Firey, Zantaf	51 51 51 51 51 51 51 51	550000 552211 553399 554444 552277 553355	34.5% 24.5% 89.2% 86.2% 85.4% 85.3%	DNS - Did Not Submit DNS - Did Not Submit 95% (19/20) 90% (19/20) 100% (20/20) 85% (17/20)	DNS - Did Not Submit DNS - Did Not Submit 93% (93/100) 88% (88/100) 81% (81/100) 87% (87/100)	06.25% (09/00) 01.25% (49/00) 02.5% (66/00) 02.5% (66/00) 02.5% (66/00) 03.75% (67/00)		View Details View Details View Details View Details View Details View Details View Details	

Figure 5 An additional column displays in Grade Management.

Choose the icon with the yellow triangle it view the Confirm No Mark Reason page to confirm whether the student did not submit, whether they are a 0 mark or other reasons why the mark is blank. (Refer Figure 6.)

Co	urse	Offering								
Cou	rse:	2017CCJ	Forensic Science	e & Crim Justic	Locati	onc Gold Coast, On camp	ous, in Person		Term: Trimester 2 2018	(3185)
) A () A () St () Ar	se er stud stud uden w ne	ent with no ent with a m at marks car	mark (blank mark) mark (blank mark) mark of 0 will be set to be added in the M lded in the Mark Co	ison' has been in the Mark Ce to 'ZERO 0 M fark Centre on entre will remon	assigned, then confirm entre will be set to 'DNS ark - Did Submit', as a ly. ve students from this lis	. The 'No Mark Reason' - Did Not Submit', as n valid attempt. t, up until the entry is a	can affect the o attempt.	override grid is l	grade for a student - eg	RW, SUP, SSP.
854	ssm	ent Filter	~	× 7			Bulk Chan	ige No I	lark Reason on Selected	Rows
854	ssm Seli	ent Filter ect All	Unselect All	X Y Confirm Se	Nected		Bulk Chan	ige No I	lark Reason on Selected	Rows
Stu	Seli	ent Filter ect All Is with Bla	Unselect All	X Y Confirm Se	Assessment Task	Pers Marked Out Of	Bulk Chan	Ige No I	Aark Reason on Selected at (2 ¹⁰) R First 3	Rows
Stu	ssm Seli dent	ent Filter ect All ts with Bla Name Battista J	Vinselect All Unselect All ink or Zero Marks	X Y Confirm Se	Assessment Task Online Quizzes	Perz Marked Out Of 20 marks	Bulk Chan	Ige No I	Aark Reason on Selected at (22) R First (4 Description Did Not Submit	Rows
Stu	ssm Seli dent V	ent Filter ect All ts with Bla Name Battista,J Crackshe	Unselect All Unselect All nk or Zero Marks leeves HLFenton	* V Confirm Se	Assessment Task Online Ouizzes Online Ouizzes 2	Pers Marked Out Of 20 marks 5 marks	Bulk Chan Ionalize Find No Mark R DNS DNS	Ige No I	Aark Reason on Selected at (2 ⁰) R First & Description Did Not Submit Did Not Submit	Rows
Stu	Seli deni V V	ent Filter ect All ts with Bla Name Battista,J Crackshe Goat,Bill	Unselect All Unselect All nk or Zero Marks leeves HLFenton	* T Confirm Se 5554466 5553388 5554400	Assessment Task Online Outzes Online Outzes 2 Online Outzes 3	Perc Marked Out Of 20 marks 5 marks 5 marks	Bulk Chan Ionalize Find No Mark R DNS DNS DNS	Iview / veason	Aark Reason on Selected at G ⁰ R First Description Did Not Submit Did Not Submit Did Not Submit	Rows
Stu	ssm Seli dent V V V	ent Filter ect All ts with Bla Battista,J Crackshe Goat,Billy Hazel,Wi	Unselect All Ink or Zero Marks leaves IL/Eenton / tch	✗ ▼ Confirm Se 5554466 5553388 5554400 5550000	Assessment Task Online Ouizzes Online Ouizzes 2 Online Ouizzes 3 Online Ouizzes 4	Perc Marked Out Of 20 marks 5 marks 5 marks 5 marks	Bulk Chan Internationalize Find No Mark R DNS DNS DNS DNS	IView /	Aark Reason on Selected al (201) Response First (4 Description Did Not Submit Did Not Submit Did Not Submit	Rows 1-51 of 51 © Las Confirm Confirm Confirm Confirm Confirm Confirm Confirm

Figure 6 Confirm no mark reason window

Note: While these marks are unconfirmed, any Mandatory Pass Components cannot be determined.

Once confirmed, the Mandatory Pass Component is calculated. When a student has not achieved the mandatory pass component, the flag will be set to "Yes" – Yes the student has failed the mandatory pass. (Refer Figure 7.)

Check						Step 2 of
1-2-1-4	Course Status: 2.0 C	iheck		Back to Course List	Previ	ous Next
Course Offering						
Coursec 2017CCJ For	ensic Science & Crim Justic	Location: Online,	Online, Online	Term: Trime	ster 2 2018 (3	3185)
Grading Basis: Graded		Grade Cut-Offs: Standa	ind	*Supp Allowed	I: NO	w
Search	ж <i>ч</i>				a 📖	I 😘 🏨
Search	ж <i>ч</i>		Personaliz	e Find View All (7) IN	End of	1 😘 🏨
Search Student Grid Grades Assessment Marks	x 4		Personaliz	e Find View All 🖉 🔜	First @	1-40 of 40 🛞 Las
Search Student Grid Grades Assessment Marke Name	s Errolment (TTT) 10 Total Mar	k 1) Online Quizzes mark (20%)	Personaliz 2) Criticel Essay mark (40%)	e Find View All [2] 3) Multiple Choice Final Exam mark (40%)	First @	1-40 of 40 🕢 Las
Student Grid Grades Assessment Marks Name 1 Boys, Doe	8 Errolment (7778) 10 Total Ma 5554477 89.2%	 t) Online Quizzes mark (20%) 95% (19/20) 	Personaliz 2) Critical Essay mark (40%) 93% (93/100)	e Find View All [2] 3) Multiple Choice Final Exam mark (40%) 82.5% (65/80)	First &	140 of 40 . Las
Student Grid Grades Assessment Marks Name 1 Boys, Doe 2 Hazel, Witch	8 Errolment (1779) 10 Total Ma 5554477 89.2% 5550000 86.2%	 M. 1) Online Quizzes mark (20%) 95% (19020) 90% (18020) 	Personaliz 2) Critical Essay mark (40%) 93% (93/100) 88% (88/100)	e Find View All [2] [2] 3) Multiple Choice Final Exam mark (49%) 82.5% (66/80) 82.5% (66/80)	First (4) 3) Failed MPC?	1-40 of 40 (*) Las View Details View Details
Student Grid Grade Steessment Marks Name 1 Boys, Doe 2 Hazel, Witch 3 Cluck, Clara	* % Errolment (TTT) 10 Total Ma 5556477 69.2% 5550000 88.2% 55562222 66.2%	 1) Online Guizzes mark (20%) 95% (19/20) 90% (18/20) 90% (18/20) 	Personaliz 2) Critical Essay mark (40%) 93% (93/100) 88% (88/100) 83% (83/100)	e Find View All [23] 3) Multiple Choice Final Exam mark (40%) 62.5% (66/00) 62.5% (66/00) 37.5% (30/00)	First (4)	1-40 of 40 (*) Las View Details View Details View Details

Figure 7 Yes indicates a student has failed the mandatory pass component.

Grades tab

Once all the marks are confirmed, select the Grades tab.

The total mark will appear as well as the calculated grade and any overrides. (Refer Figure 8.)

CHECK								1	Step 2 of
1-2-3-4	Course Status: 2	.0 Check				Back to Co	urse List	Previous	Ned
Course Offering									
Course: 2017CCJ Fore	nsic Science & Crim Justic	Lo	cation:	Online, O	nine, Online	Term:	Trimester 2.2	018 (3185)	
Grading Basis: Graded		Gri	ade Cut-Offs	: Standard		*Supp	Allowed: No	٠	
200111	× 9						6		<u>اا</u> ه
Student Grid Grades Assessment Marks	Freement (TTTR					Personalize Find View 100 [2]	First -	 1-100 cl 	🔓 🏨
Student Grid Grades Assessment Marks Name	Errolment (777)	Total Mark	Failed MPC?	Calc Grd	Override Grade	Personalize Find View 100 [3] Override Reason	First Provisional Grade	Grade Status	1172 () Las
Student Grid Grades Assessment Marks Name 1 Boys, Doe	Errolment IIII	Total Mark 89.2%	Failed MPC?	Calc Grd 7	Override Grade	Personalize Find View 100 [3] Override Reason	First Provisional Grade 7	Grade Status New	Official Grade
Student Grid Grades Assessment Marks Name 1 Boys, Doe 2 Hazel, Witch	Errolment [77]	Total Mark 89.2% 86.2%	Failed MPC?	Calo Grd 7 7	Override Grade	Personalize Find View 100 (키) Override Reason	Provisional Grade 7 7	Grade Status New New	1172 () Las Official Grade
Student Grid Grades Assessment Marks Name 1 Boys, Doe 2 Hazel Witch 3 Cluck, Clara	Errolment 5554477 5550000 5652211	Total Mark 89.2% 86.2% 81.1%	Failed MPC? Yes	Cale Grd 7 7 5	Override Grade Q Q 3 Q	Personalize Find View 100 (2) Override Reason Failed Pass Component •	Provisional Grade 7 7 6	Grade Status New New New	Official Grade

Figure 8 A student receives a grade of 3 because of failed mandatory pass component.

Mandatory Pass Component on Pass/Fail, Complete/Not Complete, Competent/Not Competent

When the assessment tasks are created within the Course Profile, a number of different Mark Types are available.

It is possible to choose mark types where the mark is one or the other. For example, complete or not complete, pass or fail, competent or not competent. In these cases, the mark out of value will be 1. The student receives 1 if the assessment is complete, pass or competent. 0 is allocated if the assessment task is incomplete, fail or not competent. (Refer Figure 9.)

🗣 Add Assessment 🧯	Add/Edit Groups						0
Assessment Task	Due Date	Weighting	Marked out of	Learning Outcomes	Re submit / Re- Attempt	Maximum Extension Period	
Workplace based assessment Clinical Placement	27 Aug 18 - 8 Feb 19	0%	Pass / Fail (Must pass)	1, 2, 3, 4	Yes		
Assignment - Written Assignment Written assignment (2000 words)	3 Sep 18 17:00	50%	50 marks	1, 2, 3	No		₩ ≥>
Exam - selected and constructed responses End of Trimester Exam	Examination Period	50%	100 marks	1, 2, 3	No		

Figure 9 In the Course Profile, a mandatory pass component is set on Pass / Fail assessment task.

In the Mark Centre, it is important that a column exists for these assessment tasks with a possible points of 1. The students who pass should be given a score of 1 and if they fail they receive a 0. If the task is not yet completed, leave the score blank. (Refer Figure 10.)

Remember: The Mark Centre Column must match the total marks for the assessment item in the Course Profile.



Figure 10 In the Mark Centre, students receive 1 for successful completion of task.