

SpeedGrader Comment Library

Claire Streckenbach - 2023-07-26 - Comments (0) - Grading

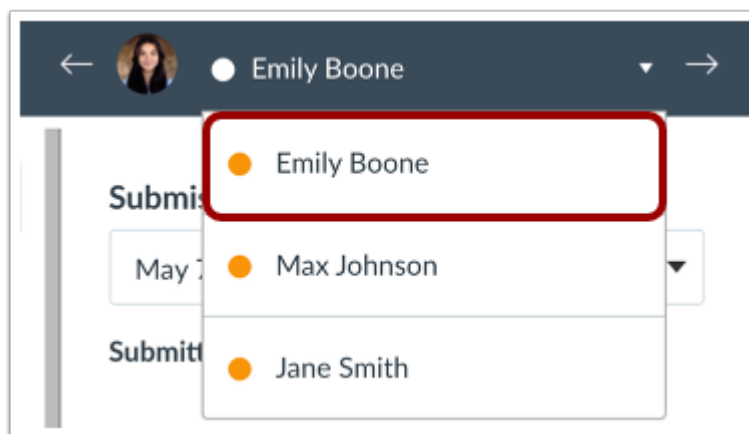
The **Comment Library** allows instructors to save and reuse commonly used text feedback in **SpeedGrader**. As an instructor, you can add new comments and delete existing comments in the **Comment Library**. Comments you have added to the **Comment Library** are accessible from each course in which you are enrolled as an instructor.

Notes:

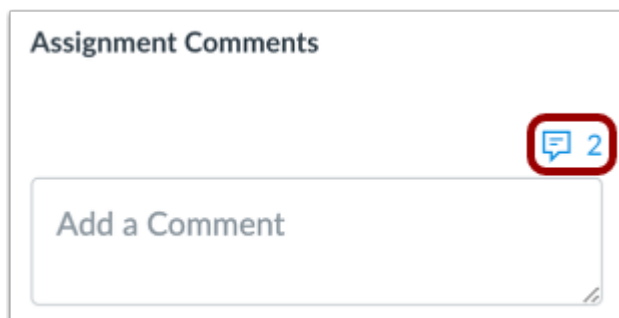
- The **Comment Library** functionality is not supported in the assignment submission details page.
- If you enter an assignment score, the score will automatically submit to the Gradebook when navigating to a new submission in **SpeedGrader**. However, assignment comments must be submitted manually before they can be viewed by students.
- To ensure that students can't access submitted assignment grades and comments until you are finished grading, [select a manual posting policy for the assignment](#).

Add Comment to Library

1. [Open SpeedGrader](#) from any assignment, graded discussion, or quiz.
2. Open student submission





3. Select the **Comment Library** icon



Note: If the assignment is supported by Assignment Enhancements, the Assignment Comments section may display as *Comments for this Attempt*.

4. To add a new comment to the Comment Library, type your comment in the **Add comment to library** field, then click **Add to Library**.

Show suggestions when typing

Great work!  

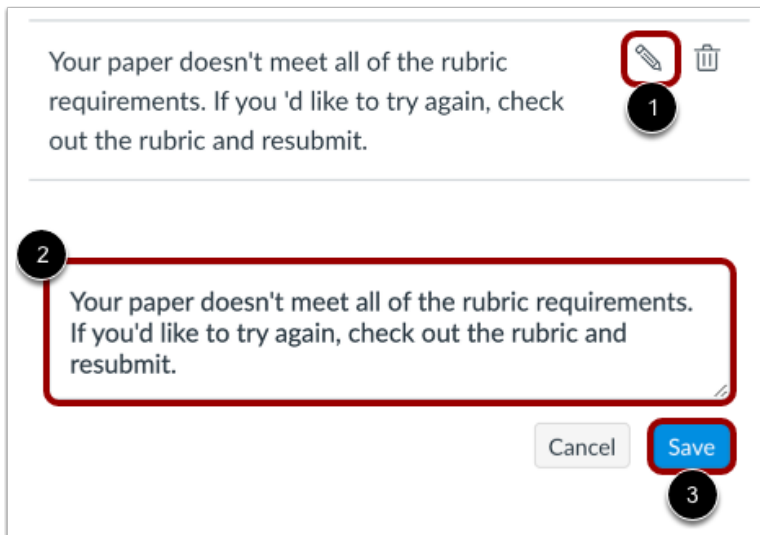
Add comment to library

Your paper doesn't meet all of the rubric requirements. If you'd like to try again, check out the rubric and resubmit.

+ Add to Library

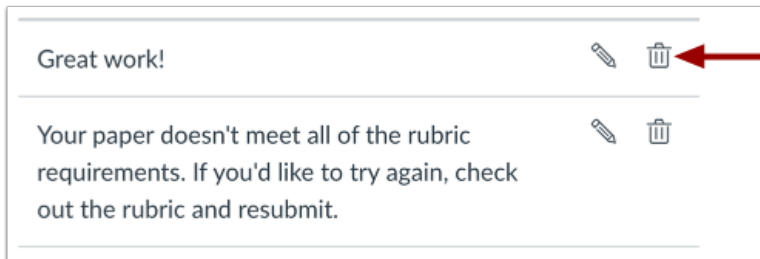
Edit a Comment in Library

To edit an existing comment from the **Comment Library**, click the comment's **Edit** icon [1]. Make changes using the comment field [2] and click the **Save** button [3] to save your changes.



Delete Comment from Library

To delete an existing comment from the Comment Library, click the comment's **Delete** icon.



Additional Resources

- [Manage Comment Suggestion Setting](#)
- [Add Comment From Comment Library](#)
- [Add Comment From SpeedGrader](#)
- [View Unposted Comment Warning](#)
- [View Draft Comment](#)
- [Submit Comment](#)