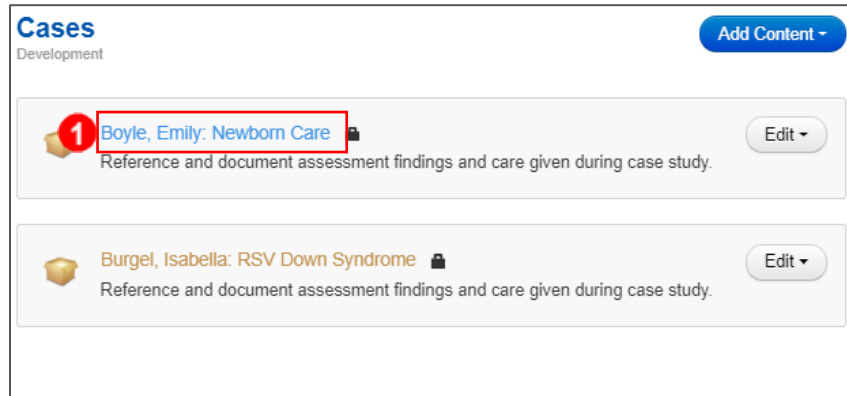


# Nursing Concepts Online - Grading SimChart EHR Assignments in NCO

This is a guide that walks through the steps to grade a SimChart EHR Assignment in NCO.

## Grading

1. In your NCO course, click on the assignment you want to grade.

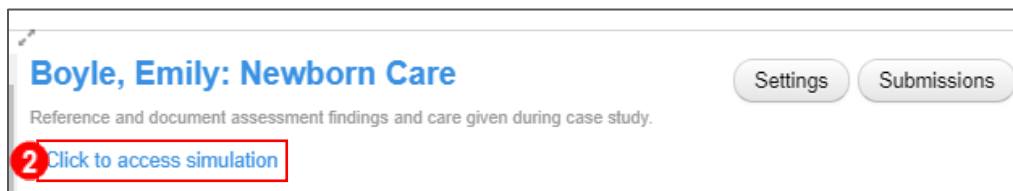


**Cases**  
Development Add Content

**1** Boyle, Emily: Newborn Care Edit  
Reference and document assessment findings and care given during case study.

Burgel, Isabella: RSV Down Syndrome Edit  
Reference and document assessment findings and care given during case study.

2. Click **Click to access simulation**.

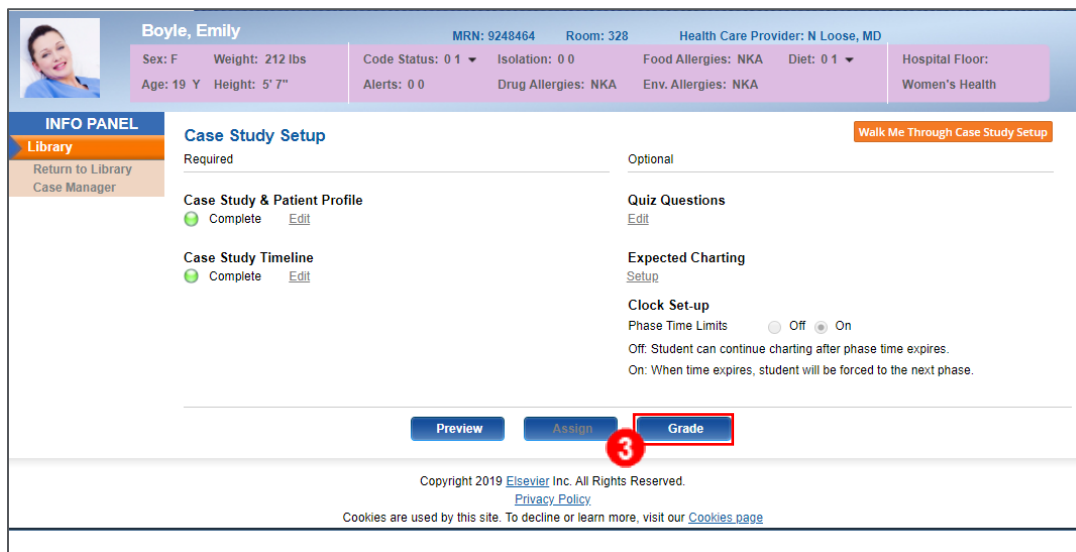


**Boyle, Emily: Newborn Care** Settings Submissions

Reference and document assessment findings and care given during case study.

**2** [Click to access simulation](#)

3. If the assignment is a Case Study or Simulation, Click the **Grade** button. If the assignment is a My Clinical, move to **Step 4**.



**Boyle, Emily** MRN: 9248464 Room: 328 Health Care Provider: N Loose, MD

Sex: F Weight: 212 lbs Code Status: 0 1 Isolation: 0 0 Food Allergies: NKA Diet: 0 1 Hospital Floor: Women's Health  
Age: 19 Y Height: 5' 7" Alerts: 0 0 Drug Allergies: NKA Env. Allergies: NKA

**INFO PANEL**  
**Library** Return to Library Case Manager Walk Me Through Case Study Setup

**Case Study Setup**

Required Optional

**Case Study & Patient Profile**  
Complete Edit

**Case Study Timeline**  
Complete Edit

**Quiz Questions**  
Edit

**Expected Charting**  
Setup

**Clock Set-up**  
Phase Time Limits  Off  On  
Off: Student can continue charting after phase time expires.  
On: When time expires, student will be forced to the next phase.

Preview Assess **Grade**

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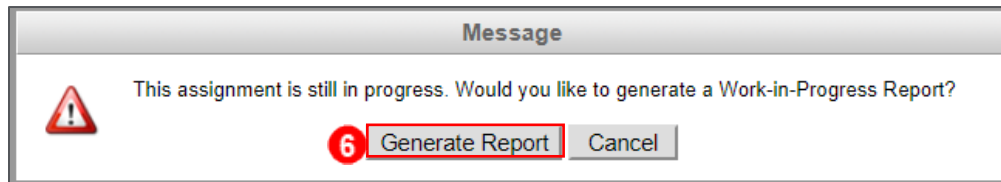


4. Select the student you wish to grade.
5. Click **Grade**.

Name	Assignment Begun	Status
<input type="radio"/> Grayson, Richard	05/09/2019 10:14	Ready for grading

Showing 1 to 1 of 1 entries First Previous 1 Next Last

6. If the student is still **In Progress** a pop-up will ask if you wish to generate an in-progress report. Click **Generate Report**. If the student is **Ready for Grading** the assignment, move to **Step 9**.



7. Select the desired time range and charts.
8. Click **Run Report**.

**Work-in-Progress Report Options**

**Select Time Frame:**

View charting by date range From:  To:

View All Student Charting to Date

**Select Charts:**

- All Charts
- Provider Charts
- Admission History
- System Assessments
- System Nursing Interventions
- Discharge Planning
- Discharge Summary
- Basic Nursing Care
- Special Charts - Misc Nursing Notes
- Special Charts - SBAR Reports
- Special Charts - All
- Vital Signs
- Intake/Output
- Height/Weight
- Blood Glucose
- Labor Progress
- Pharmacy
- Laboratory
- Diagnostic Tests
- Therapies
- General Orders
- Nutrition
- Patient Card
- Patient Teaching
- Care Plan
- MAR
- Wounds
- IVs
- Drains/Tubes
- Ostomies
- Injection Sites
- Forms Drawer

- Expand each section of the student's charting by selecting the arrow on the right side of each charting section
- Instructors can write comments in each section of the student's charting by clicking the **Annotate icon (pencil)** in the upper-right corner of each section.

The screenshot shows a patient record interface. At the top, there are expandable sections: "Assignment Objectives", "Clinical Set-up Details", "Pre-Clinical Manager", "Care Plan Details", "Charting Details", and "Competencies". The "Clinical Set-up Details" section is expanded, showing fields for "First Day of Clinical:" (12/18/2019), "Provider Name:" (K, J), "Student Details:" (First Initial: R, Last Name: Grayson, Credentials: SN), and "Patient Details:" (Identifier 1: S, Identifier 2: C, Gender: M, Age: 18 Years). A red circle with the number 10 highlights the pencil icon in the top right corner of the "Clinical Set-up Details" section. A red circle with the number 9 highlights the right-side expand/collapse arrows for the "Charting Details" section.

- Click **Save** after completing annotations.

The screenshot shows a "Diagnosis (1)" dialog box with a rich text editor. The text in the editor includes: "Primary Diagnosis: Abdominal trauma", "Patho-Physiology: --Needs more information", "Therapeutic Regimen: --", and "Current Health Problems and Related Functional Changes: --". At the bottom of the dialog box, there are three buttons: "Save", "Revert To Original", and "Cancel". A red circle with the number 11 highlights the "Save" button.

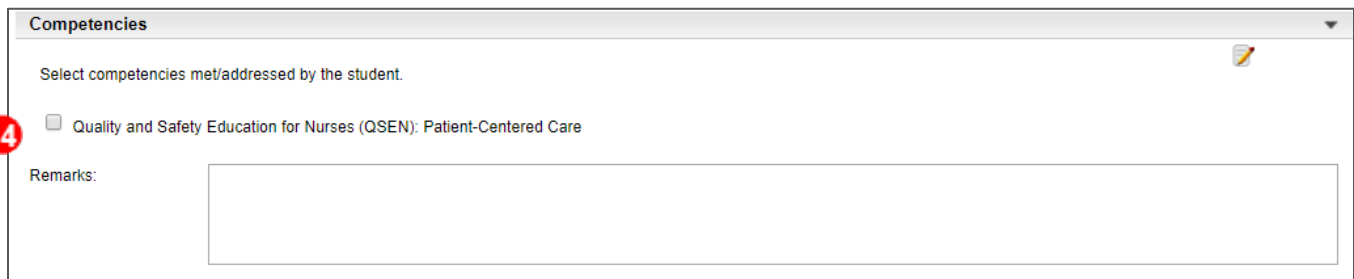
- The Information dialog box appears. Click **OK**.

The screenshot shows an "Information" dialog box with a gray header. Below the header, there is a blue information icon (i) and the text "Saved". At the bottom right of the dialog box, there is an "OK" button. A red circle with the number 12 highlights the "OK" button.

13. Instructors can add separate grades for Clinicals in the Pre-Clinical Manager, Care Plans, and Charting Details. Instructors can enter a letter grade or numerical grade into each section. The Grade automatically flows to the bottom of the report in the Overall Grading Section.

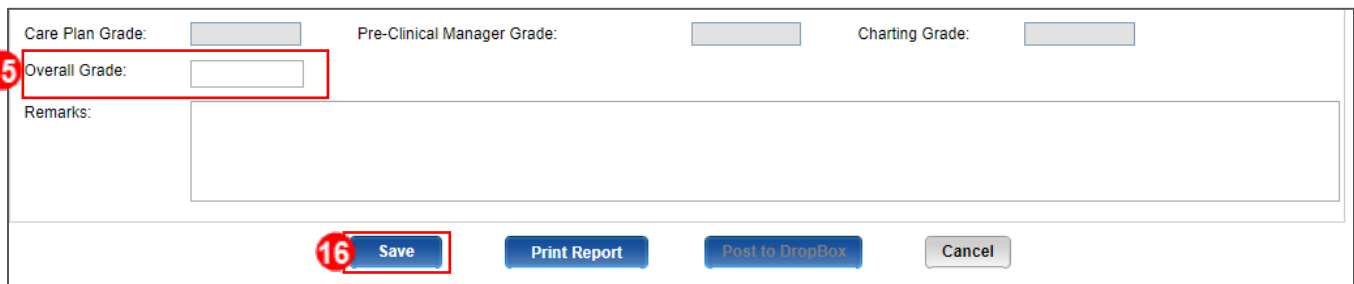


14. Instructors that added competencies during Setup also have a separate section for Competency evaluation. Select the competencies that the student met and addressed in the assignment by checking the box next to the competency. Adding remarks is optional.

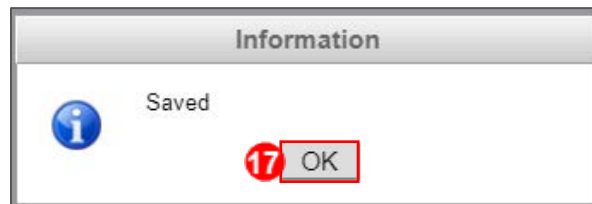


15. In the **Overall Grading** box, instructors can add a letter grade or numerical grade and any remarks for the student.

16. When finished grading, click **Save**.



17. The Information dialog box appears. Click **OK**.



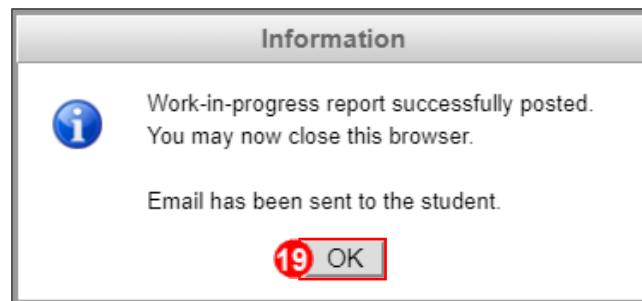
18. Click **Post to Dropbox** to submit the grade to the student.

Remarks:

**18**

19. The Information dialog box appears. Click **OK**.

20. Once an assignment is Posted to Dropbox, a report of the student's work, instructor's grade, and feedback generates for the student to access in his/her SimChart course.



END OF GUIDE