# Setting up an activity as extra credit in the gradebook

1. Go to the course homepage.
2. Click **Grades and go to the Setup tab**.
3. Find the activity that should be graded as extra credit.
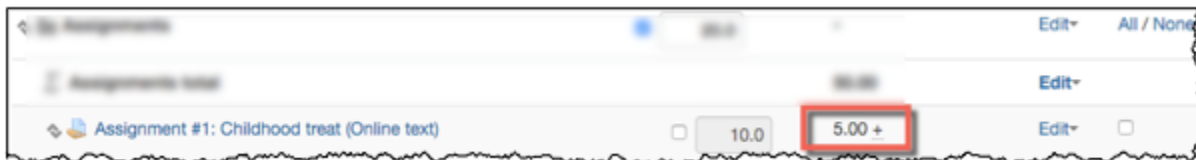   a. Click **Edit**, then **Edit settings** for that activity.

4. Expand the **Parent category** to see the options if necessary (may need to click **Show more...** to see the extra credit option.
5. Check the **Extra Credit** checkbox.
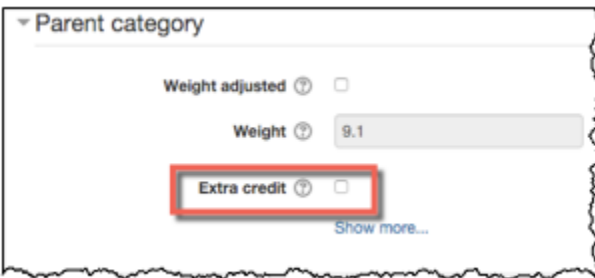
6. Scroll down and click **Save changes**.

The value for that activity in the Max grade column will now have a + symbol, indicating extra credit value.

Note: The student view of grades has no indicator that the particular score is extra credit. Consider putting the words Extra Credit somewhere within the activity title to be clear to students.