New Box View will be replacing Crocodoc in Blackboard for inline grading. New Box View offers improvements over Crocodoc, including a wider range of file formats (including video, audio, and some 3-D (Graphics and Modelling) files.

Below is a comparison of Crocodoc and New Box screens in Blackboard.

1. To grade Assignment submissions in a Blackboard course shell:
   a. Enter the Full Grade Center
   b. Select a submission to be graded using the yellow exclamation point (see figure 3 below)
   c. Click on the **down-arrow key** next to the submission the submission menu will display (see figure 4):
   d. Click on **Attempt**
New Box View (Inline Grading Tool)

The Submitted document will display with the **New Box View Annotation Tool** *(see figure 5)*

3. To add annotations to the document, click on the **comment icon**

   ![Figure 5 - New Box View Annotation Toolbar](image)

   a. The following statement will come up, click **Okay**

   ![Click anywhere to add a comment to the document](image)

   b. Type your comment to the student in the comment box that appears, Click **Post**

   ![Great job on formatting this paper!](image)

   c. A comment icon will appear on the document.

   ![Sturgeon Point Productions Presents Aria Pacheco](image)

   d. To view the comment, **Click** on the comment box.

Follow the above steps to add additional comments throughout the paper. Once you have completed adding comments, type in the student’s grade, and click **Submit**.