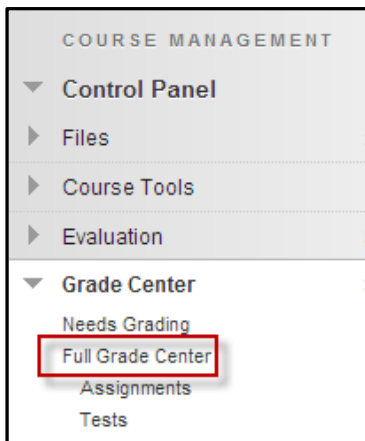


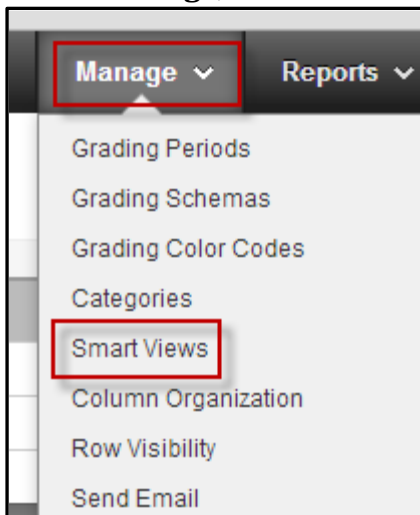
Creating Smart Views

A smart view is a focused look at the Grade Center. It shows only the columns that match a set of criteria. When the Grade Center includes a great number of students and columns, you can use smart views to quickly find data.

1. Click **Grade Center** under Control Panel and click **Full Grade Center**.



2. Under **Manage**, click **Smart Views**



3. Click **Create Smart View** on the blue action bar.
4. Under **Name**, type in the name of the smart view.
5. Select the type of smart view under **Selection Criteria**.
6. Click **Submit** to save changes.

Create Smart View

A Smart View is a focused look at the Grade Center. It shows only the data that matches a set of criteria. Smart Views are useful to quickly find data when the Grade Center includes a great number of students and columns. [More Help](#)

* Indicates a required field.

Cancel Submit

4

1. Smart View Information

6

Name

Description

Type

Custom

Add as Favorite

☐

5

2. Selection Criteria

Type of View

☒ Course Group View one or more Course Groups.

☐ Performance View specific users based on their performance on a single item.

☐ User View individual users.

☐ Category and Status View items by their category and status.

☐ Custom Build a query based on user criteria.

Select Criteria

Group

▼

Condition:

Equal to

▼

Value:

Random set test 1

▲

Random set test 2

≡

7. Once you have set up the Smart view, click the **star** under **Add as Favourite** and click **OK**.

<input type="checkbox"/>	Title ▲	Description	Type	Add as Favorite
<input type="checkbox"/>	Assignments		System	<input checked="" type="checkbox"/>
<input type="checkbox"/>	Blogs		System	<input type="checkbox"/>
<input type="checkbox"/>	Discussion Boards		System	<input checked="" type="checkbox"/>

8. The custom smart view should be now visible under the **Grade Center**.

▼	Grade Center
	Needs Grading
	Full Grade Center
	Assignments
	Discussion Boards
	Preview of My Grades
	<u>Tests</u>

For more help on using Blackboard 9.1 go to <http://tinyurl.com/csng4wk>
or visit the Blackboard On Demand site at <http://ondemand.blackboard.com/>

For more help documentation on Blackboard Learn 9.1 or other e-learning pieces of software, please select the Technology Strategies tab on the Centre for Teaching and Learning website at:

humber.ca/centreforteachingandlearning