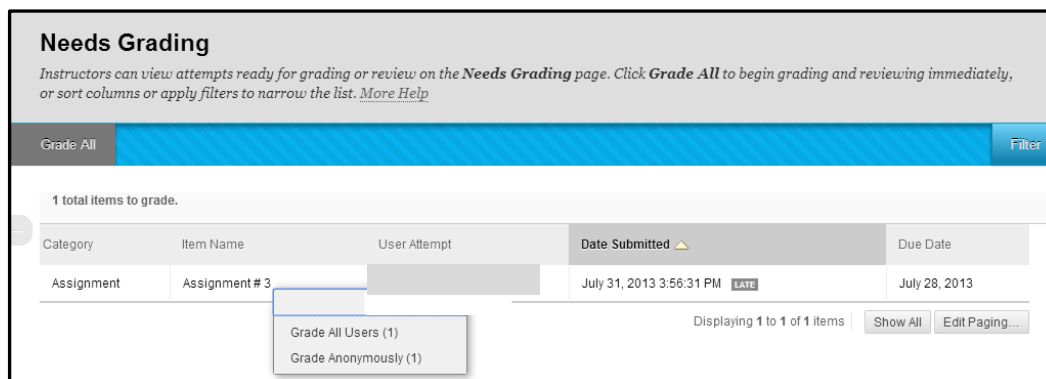


## Comprehensive Grade Center

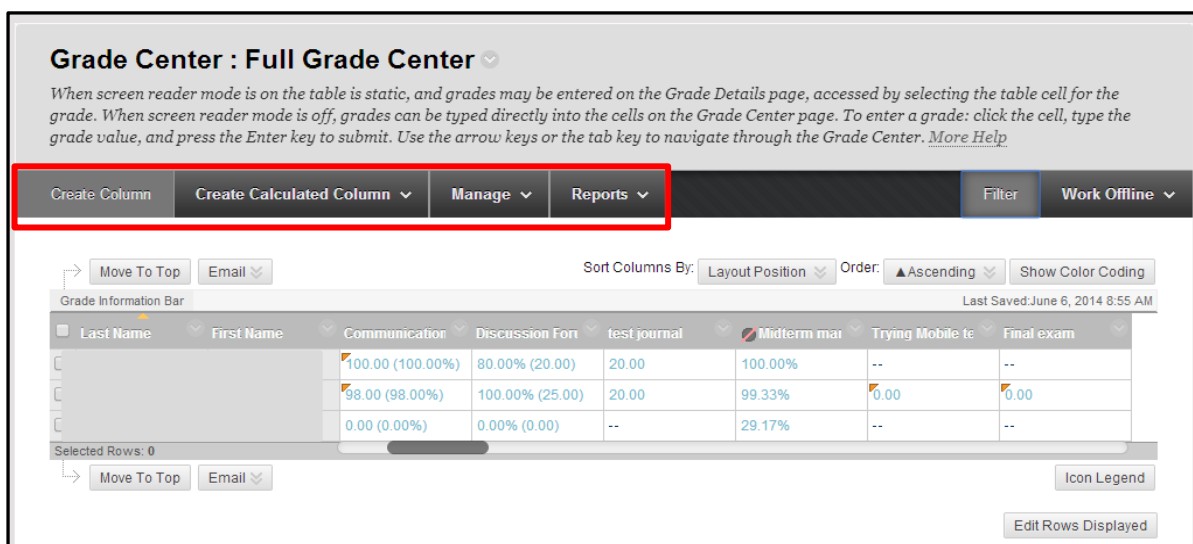
### Needs Grading

On the **Needs Grading** page, a list is displayed of all student submissions that are ready to be graded including **Assignments, Tests, Discussion Board** posts, **Blogs, Journals**, and **Wikis**. Instructors may use the dropdown arrow beside the Item Name of the submission to begin grading the item.



### Full Grade Center

The **Full Grade Center** displays all grading **columns** for items that are not hidden and each student's score on the item. Scores can be inputted manually and overridden on this page. Instructors may also **Create Columns** or **Calculated Columns** to record or calculate marks and generate **Reports** through the action bar. **Columns, Rows, Categories** and **Grading Periods** can be organized through the **Manage** tool.



## Assignments

**Grade Center: Assignments** is a smart view that displays all items in the Assignment category. All **Assignments** and **SafeAssign** assignments deployed through Blackboard are automatically added to this category and instructor created grading **columns** can be added manually.

**Grade Center : Assignments**

When screen reader mode is on the table is static, and grades may be entered on the Grade Details page, accessed by selecting the table cell for the grade. When screen reader mode is off, grades can be typed directly into the cells on the Grade Center page. To enter a grade: click the cell, type the grade value, and press the Enter key to submit. Use the arrow keys or the tab key to navigate through the Grade Center. [More Help](#)

Create Column   Create Calculated Column   Manage   Reports   Filter   Work Offline

Move To Top   Email

Sort Columns By: Layout Position   Order: Ascending   Show Color Coding

Grade Information Bar   Last Saved: July 9, 2014 3:58 PM

	Last Name	First Name	Username	Student ID	Final exam	sample assignr	Integration A
<input type="checkbox"/>	Caughlin	Ronald	coughlr	coughlr	2.00	98.00	23.00 (23.00%)
<input type="checkbox"/>					0.00	24.00	100.00 (100.00%)
<input type="checkbox"/>					4.00	80.00	43.00 (43.00%)

Move To Top   Email

Icon Legend   Edit Rows Displayed

## Tests

**Grade Center: Tests**, similar to **Assignments**, is a smart view that displays all items in the Test category. All **Tests** deployed through Blackboard are automatically added to this category and instructor created grading **columns** can be added manually.

## Icon Legend

The **Icon Legend** is a useful tool that shows the meanings of icons that appear in the **Grade Center**.

Filter   Work Offline

- User Unavailable
- Column Not Visible to Users
- Completed
- Needs Grading
- Override
- Attempt in Progress
- External Grade
- Grade Exempted for this User
- Error
- Not Participating

Icon Legend

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/>