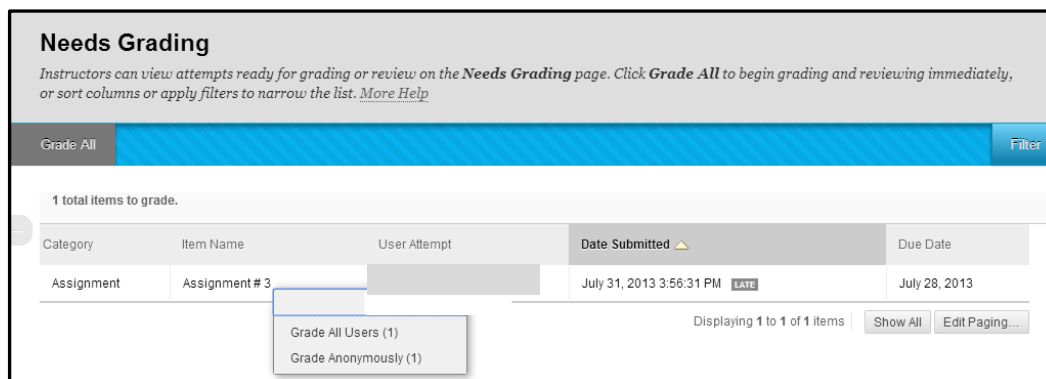# Comprehensive Grade Center

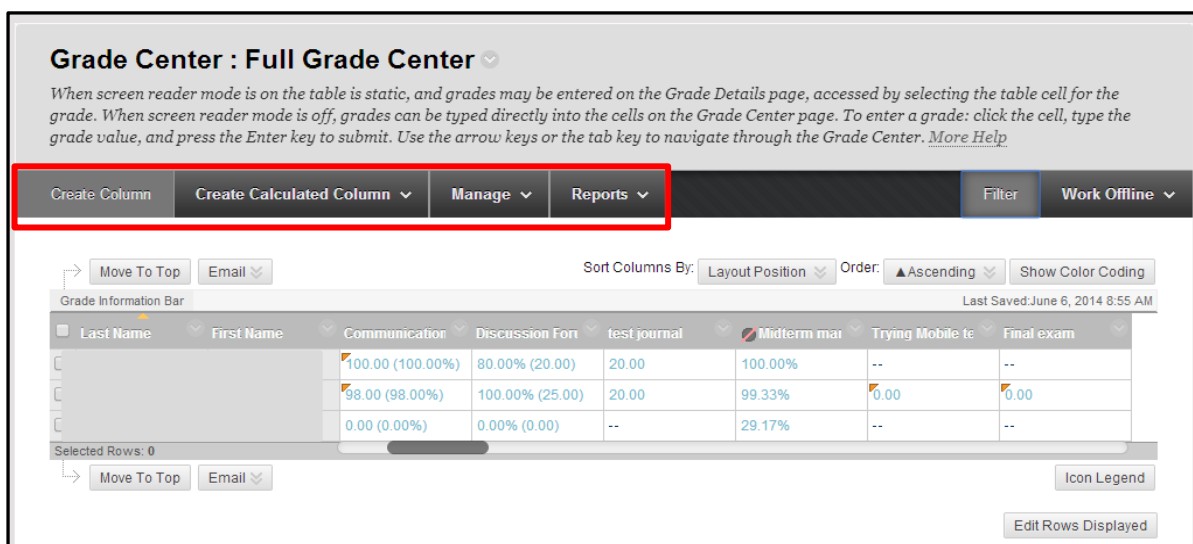## Needs Grading

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.

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

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.

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.**

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/**