

Enter Grades in a Manually Created Column

Overview

This tutorial will explain how to grade an activity or assignment in a manually created column in the Blackboard Grade Center. These items will not show up under “Needs Grading.”

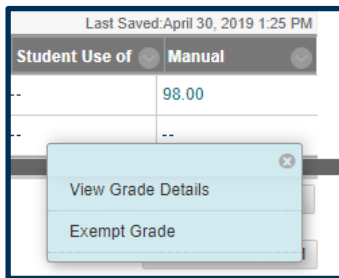
Quick Steps

Control Panel > Full Grade Center > View Grade Details > Current Grade Value > Feedback to Learner > Save

Step 1

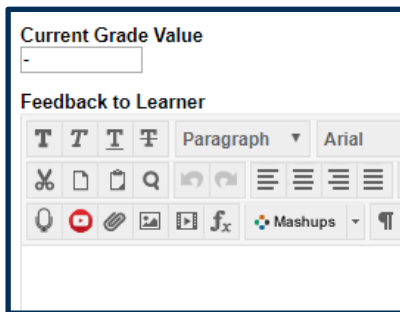
Access the Full Grade Center under Course Management >Control Panel >Grade Center.

Step 2



Locate the appropriate column in the grade center and click the Item Options arrow where you would like to enter the grade. Select View Grade Details.

Step 3



Enter the grade into the box labeled Current Grade Value and enter your Feedback to Learner below that.

Step 4

Click Save in the lower right corner of the screen.