

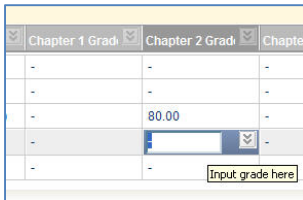
Blackboard 9 Training – University of St. Thomas

Entering Grades in the Grade Center

Grades can be entered in any Grade Center cell in the Grade Center or any Smart View of the Grade Center or from the Grade Detail page.

Manually Entering Grades

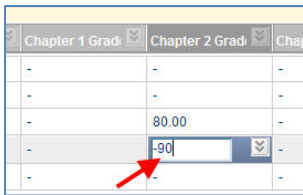
1. Move the cursor over the desired cell and click in the cell.



| Chapter 1 Grad | Chapter 2 Grad | Chapter 3 Grad |
|----------------|-------------------------------|----------------|
| - | - | - |
| - | - | - |
| - | 80.00 | - |
| - | <input type="text" value=""/> | - |
| - | - | - |

Input grade here

2. Type the value.



| Chapter 1 Grad | Chapter 2 Grad | Chapter 3 Grad |
|----------------|----------------|----------------|
| - | - | - |
| - | - | - |
| - | 80.00 | - |
| - | 90 | - |
| - | - | - |

3. Press Enter on your keyboard.