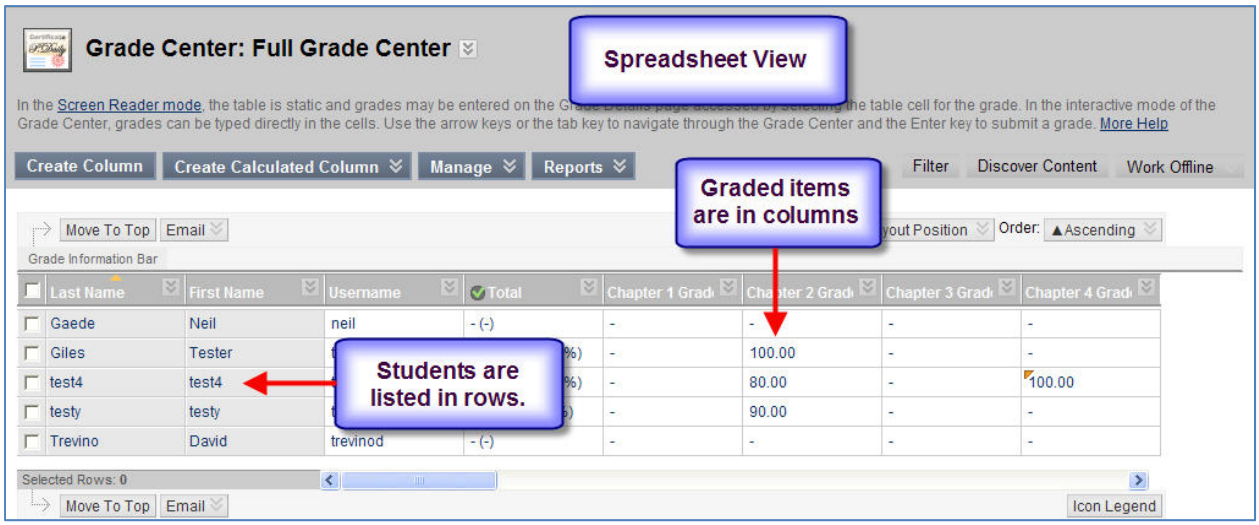
Grade Center Overview

The Grade Center posts all Student Grades associated with Tests and Assignments. The Grade Center also accommodates scores Grades for work completed outside of the Blackboard Learning System. Instructors may also view the results of Surveys through the Grade Center.

The Grade Center opens to the View Spreadsheet page. The Spreadsheet lists Students in rows and graded items in columns. All features of the Grade Center can be accessed through the Spreadsheet.



The following functions are available from the View Spreadsheet page:

- Add a Grade Center item
- Manage items
- Change spreadsheet display and options
- Manage Grade weighting
- Download grades
- Upload grades
- Modify a grade
- View and modify the details for an Assessment
- View and modify the details for an Assignment
- View statistics for a user
- Sort items
- View a specific category of Grade Center items