

Smart Views

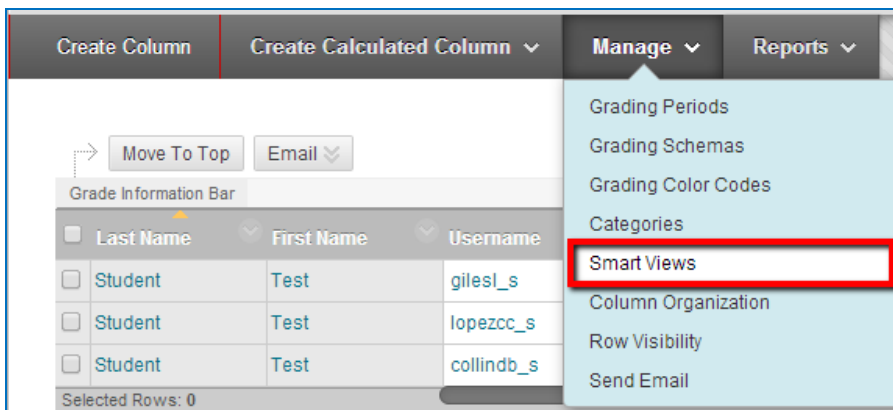
The Smart Views feature allows you to display only specified columns or rows in the Grade Center grid. Blackboard has several Smart Views already built in, most of them based on the built-in Categories: Assignments, Blogs, Discussion Boards, Journals, Self and Peer Assessments, and Tests. Using the buttons provided on the Smart Views page, Instructors can add and delete Smart Views, as well as add Favorites to the Grade Center portion of the Control Panel.

To get to the Smart Views page:

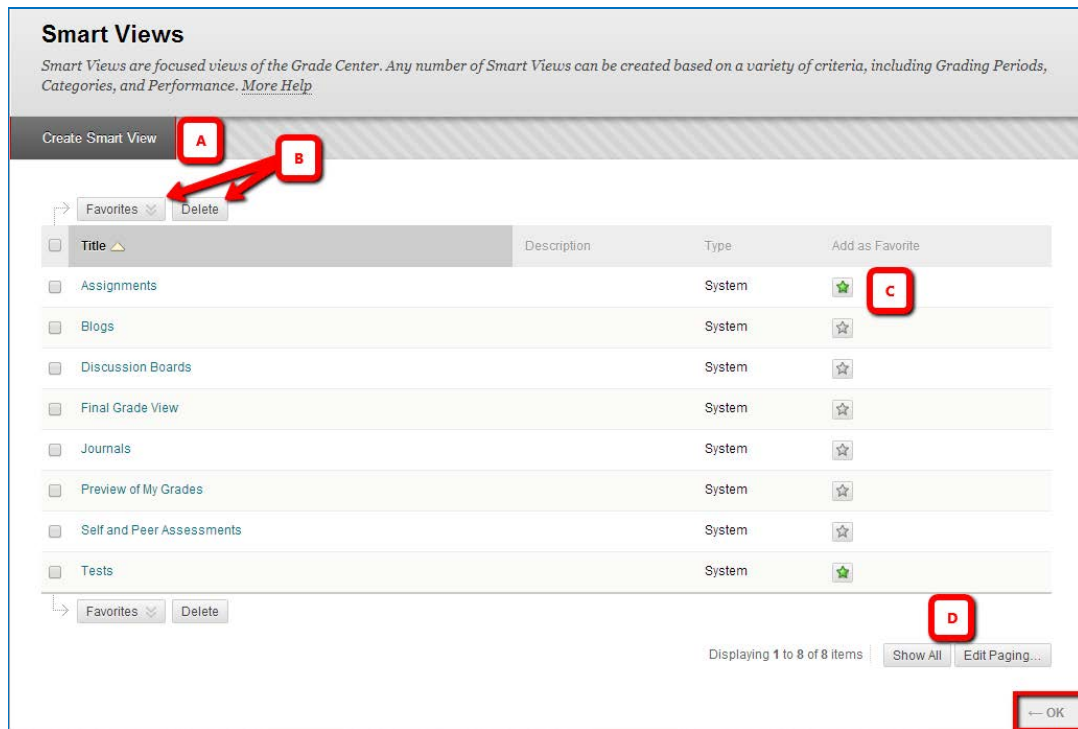
1. From the Control Panel, click **Grade Center**, then **Full Grade Center**.



2. Point to the **Manage** button on the action bar, and select **Smart Views**.



3. The Smart Views page displays with a table of current Smart Views for the course. On this page you can click the name of any Smart View to view the filtered Grade Center grid.



You can also:

- A. create new Smart Views to display only specific columns or rows;
 - B. check the checkbox next to any Smart Views you wish to add as Favorites or delete, and click the appropriate button;
 - C. quickly add Favorites to the Control Panel by clicking the star icons to turn them green;
or
 - D. determine how many Smart Views to display at a time on the page.
4. Click **OK** to return to the Full Grade Center.