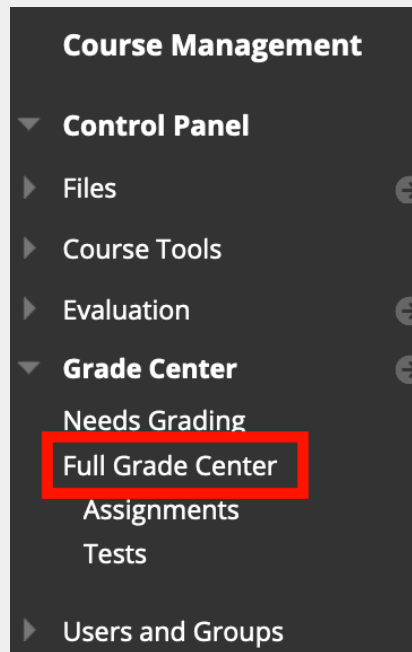




How to Show/Hide Columns

Enter a Blackboard course. Select Full Grade Center under Grade Center in the Control Panel.



Hide Columns:

Hover your mouse over the **Manage** action button to open a drop down menu. Select **Column Organization**.

Grade Center : Full Grade Center

The Full Grade Center displays all columns and rows in the Grade Center and is the default view of the Grade Center. [More Help](#)

Create ColumnCreate Calculated ColumnManageReports

Move To TopEmail

Grade Information Bar

<input type="checkbox"/>	LAST NAME	FIRST NAME	VOICE
<input type="checkbox"/>	Clark	Catherine	--
<input type="checkbox"/>	Claymaker	Van	18.00
<input type="checkbox"/>	Farnsworth_Preview	Daniel	--
<input type="checkbox"/>	Runnings	Miles	--

Selected Rows: 0

Move To TopEmail

Grading Periods

Grading Schemas

Grading Color Codes

Categories

Smart Views

Column Organization

Row Visibility

Send Email

McGraw-Hill Connect Reports

McGraw-Hill Connect To Do List

Manage Pearson MyLab & Mastering Grades

WileyPLUS Grade Refresh

Grade Approval and Transfer

Sort Columns

NEW PEER ASSESSMENT	SELF AND P ASSESSMEN
--	--
1.00	--
--	--
0.50	--

1. Check which columns you wish to hide from the grade center.

*Note: This only hides the column from the instructor's grade book. It does not hide from the student My Grades section, nor does it exclude from the total calculations. These steps must be complete in each columns **Edit Column Information**.*

2. Once you are done checking which columns to hide, select **Hide Selected Columns**.

Blackboard Questions?

Email: blackboard@govst.edu Phone: (708) 534-4115

Not in a Grading Period

Name	Grading Period	Category	Due Date	Date Created	Points Possible
<input type="checkbox"/> Total Points	Not in a Grading Period	Calculated Grade		Mar 18, 2021	2606.228 (may vary by student)
<input type="checkbox"/> Chapter 1. Police and Society	Not in a Grading Period	Assignment	Feb 11, 2021	Feb 10, 2021	100
<input type="checkbox"/> Total (External Grade)	Not in a Grading Period	Calculated Grade		None	2606.228 (may vary by student)
<input type="checkbox"/> Weighted Total	Not in a Grading Period	Calculated Grade		None	0 (may vary by student)
<input type="checkbox"/> Survey	Not in a Grading Period	Survey	None	Dec 19, 2019	0
<input type="checkbox"/> Test 1	Not in a Grading Period	Test	None	Dec 19, 2019	3
<input type="checkbox"/> Assignment 1	Not in a Grading Period	Assignment	None	Dec 19, 2019	5
<input type="checkbox"/> Discussion 1	Not in a Grading Period	Discussion	None	Dec 19, 2019	2
<input checked="" type="checkbox"/> Chapter 1 Critical Thinking Question*	Not in a Grading Period	Assignment	None	Apr 16, 2020	10
<input type="checkbox"/> Chapter 1: Critical Thinking Question	Not in a Grading Period	Discussion	None	Apr 16, 2020	5
<input type="checkbox"/> VoiceThread	Not in a Grading Period	Basic LTI	None	Dec 19, 2019	100
<input type="checkbox"/> Attendance	Not in a Grading Period	Attendance	None	Dec 19, 2019	100
<input checked="" type="checkbox"/> VoiceThread	Not in a Grading Period	Basic LTI	Feb 6, 2020	Feb 6, 2020	100
<input checked="" type="checkbox"/> VoiceThread	Not in a Grading Period	Basic LTI	None	Feb 6, 2020	100
<input type="checkbox"/> VoiceThread	Not in a Grading Period	Basic LTI	None	Feb 6, 2020	100
<input type="checkbox"/> Self And Peer Assessment	Not in a Grading Period	Self and Peer	None	Jul 15, 2021	2
<input type="checkbox"/> Exhibit 2	Not in a Grading Period	Assignment	None	Jul 15, 2021	0
<input type="checkbox"/> Quiz Total	Not in a Grading Period	Calculated Grade		Jul 20, 2021	394 (may vary by student)

☒ Hide Selected Columns

The columns are not hidden until you click **Submit**. Click **Submit** to save the changes.

Not in a Grading Period

Name	Grading Period	Category	Due Date	Date Created	Points Possible
<input type="checkbox"/> Total Points	Not in a Grading Period	Calculated Grade		Mar 18, 2021	2606.228 (may vary by student)
<input type="checkbox"/> Chapter 1. Police and Society	Not in a Grading Period	Assignment	Feb 11, 2021	Feb 10, 2021	100
<input type="checkbox"/> Total (External Grade)	Not in a Grading Period	Calculated Grade		None	2606.228 (may vary by student)
<input type="checkbox"/> Weighted Total	Not in a Grading Period	Calculated Grade		None	0 (may vary by student)
<input type="checkbox"/> Survey	Not in a Grading Period	Survey	None	Dec 19, 2019	0
<input type="checkbox"/> Test 1	Not in a Grading Period	Test	None	Dec 19, 2019	3
<input type="checkbox"/> Assignment 1	Not in a Grading Period	Assignment	None	Dec 19, 2019	5
<input type="checkbox"/> Discussion 1	Not in a Grading Period	Discussion	None	Dec 19, 2019	2
<input checked="" type="checkbox"/> Chapter 1 Critical Thinking Question* (Hidden)	Not in a Grading Period	Assignment	None	Apr 16, 2020	10
<input type="checkbox"/> Chapter 1: Critical Thinking Question	Not in a Grading Period	Discussion	None	Apr 16, 2020	5
<input type="checkbox"/> VoiceThread	Not in a Grading Period	Basic LTI	None	Dec 19, 2019	100
<input type="checkbox"/> Attendance	Not in a Grading Period	Attendance	None	Dec 19, 2019	100
<input checked="" type="checkbox"/> VoiceThread (Hidden)	Not in a Grading Period	Basic LTI	Feb 6, 2020	Feb 6, 2020	100
<input checked="" type="checkbox"/> VoiceThread (Hidden)	Not in a Grading Period	Basic LTI	None	Feb 6, 2020	100

You have successfully hidden grade center columns.

Grade Center : Full Grade Center

The Full Grade Center displays all columns and rows in the Grade Center and is the default view of the Grade Center. [More Help](#)

Create Column

Create Calculated Column

Manage

Reports

Filter

Work Offline

Move To Top Email

Sort Columns By: Layout Position Order: ▲Ascending

Grade Information Bar Last Saved: July 15, 2021 8:35 AM

	LAST NAME	FIRST NAME	VOICE	NEW PEER ASSESSMENT	SELF AND P ASSESSMENT	1.00	0.50	204.42
<input type="checkbox"/>	Clark	Catherine	--	--	--	--	--	--
<input type="checkbox"/>	Claymaker	Van	18.00	--	1.00	--	--	204.42
<input type="checkbox"/>	Farnsworth_Preview	Daniel	--	--	--	--	--	--
<input type="checkbox"/>	Runnings	Miles	--	--	0.50	--	--	--

Selected Rows: 0

Move To Top Email

Icon Legend

Show Columns:

Hover your mouse over the **Manage** action button to open a drop down menu. Select **Column Organization**.

Grade Center : Full Grade Center

The Full Grade Center displays all columns and rows in the Grade Center and is the default view of the Grade Center. [More Help](#)

Create Column

Create Calculated Column

Manage

Reports

Move To Top Email

Grade Information Bar

	LAST NAME	FIRST NAME	VOICE	NEW PEER ASSESSMENT	SELF AND P ASSESSMENT
<input type="checkbox"/>	Clark	Catherine	--	--	--
<input type="checkbox"/>	Claymaker	Van	18.00	1.00	--
<input type="checkbox"/>	Farnsworth_Preview	Daniel	--	--	--
<input type="checkbox"/>	Runnings	Miles	--	0.50	--

Selected Rows: 0

Move To Top Email

Sort Columns

Column Organization

1. Check which columns you wish to show in the grade center
2. Once you are done checking which students to show, select **Show Selected Columns**.

Blackboard Questions?

Email: blackboard@govst.edu Phone: (708) 534-4115

Not in a Grading Period

Name	Grading Period	Category	Due Date	Date Created	Points Possible
<input type="checkbox"/> Total Points	Not in a Grading Period	Calculated Grade		Mar 18, 2021	2606.228 (may vary by student)
<input type="checkbox"/> Chapter 1. Police and Society	Not in a Grading Period	Assignment	Feb 11, 2021	Feb 10, 2021	100
<input type="checkbox"/> Total (External Grade)	Not in a Grading Period	Calculated Grade		None	2606.228 (may vary by student)
<input type="checkbox"/> Weighted Total	Not in a Grading Period	Calculated Grade		None	0 (may vary by student)
<input type="checkbox"/> Survey	Not in a Grading Period	Survey	None	Dec 19, 2019	0
<input type="checkbox"/> Test 1	Not in a Grading Period	Test	None	Dec 19, 2019	3
<input type="checkbox"/> Assignment 1	Not in a Grading Period	Assignment	None	Dec 19, 2019	5
<input type="checkbox"/> Discussion 1	Not in a Grading Period	Discussion	None	Dec 19, 2019	2
<input checked="" type="checkbox"/> Chapter 1 Critical Thinking Question* (Hidden)	Not in a Grading Period	Assignment	None	Apr 16, 2020	10
<input type="checkbox"/> Chapter 1: Critical Thinking Question	Not in a Grading Period	Discussion	None	Apr 16, 2020	5
<input type="checkbox"/> VoiceThread	Not in a Grading Period	Basic LTI	None	Dec 19, 2019	100
<input type="checkbox"/> Attendance	Not in a Grading Period	Attendance	None	Dec 19, 2019	100
<input checked="" type="checkbox"/> VoiceThread (Hidden)	Not in a Grading Period	Basic LTI	Feb 6, 2020	Feb 6, 2020	100
<input checked="" type="checkbox"/> VoiceThread (Hidden)	Not in a Grading Period	Basic LTI	None	Feb 6, 2020	100
<input type="checkbox"/> Self And Peer Assessment	Not in a Grading Period	Self and Peer	None	Jul 15, 2021	2
<input type="checkbox"/> Exhibit 2	Not in a Grading Period	Assignment	None	Jul 15, 2021	0
<input type="checkbox"/> Quiz Total	Not in a Grading Period	Calculated Grade		Jul 20, 2021	394 (may vary by student)

Click **Submit** to save the changes.

The columns are not shown until you click **Submit**. Click **Submit** to save the changes.

Not in a Grading Period

Name	Grading Period	Category	Due Date	Date Created	Points Possible
<input type="checkbox"/> Total Points	Not in a Grading Period	Calculated Grade		Mar 18, 2021	2606.228 (may vary by student)
<input type="checkbox"/> Chapter 1. Police and Society	Not in a Grading Period	Assignment	Feb 11, 2021	Feb 10, 2021	100
<input type="checkbox"/> Total (External Grade)	Not in a Grading Period	Calculated Grade		None	2606.228 (may vary by student)
<input type="checkbox"/> Weighted Total	Not in a Grading Period	Calculated Grade		None	0 (may vary by student)
<input type="checkbox"/> Survey	Not in a Grading Period	Survey	None	Dec 19, 2019	0
<input type="checkbox"/> Test 1	Not in a Grading Period	Test	None	Dec 19, 2019	3
<input type="checkbox"/> Assignment 1	Not in a Grading Period	Assignment	None	Dec 19, 2019	5
<input type="checkbox"/> Discussion 1	Not in a Grading Period	Discussion	None	Dec 19, 2019	2
<input checked="" type="checkbox"/> Chapter 1 Critical Thinking Question*	Not in a Grading Period	Assignment	None	Apr 16, 2020	10
<input type="checkbox"/> Chapter 1: Critical Thinking Question	Not in a Grading Period	Discussion	None	Apr 16, 2020	5
<input type="checkbox"/> VoiceThread	Not in a Grading Period	Basic LTI	None	Dec 19, 2019	100
<input type="checkbox"/> Attendance	Not in a Grading Period	Attendance	None	Dec 19, 2019	100
<input checked="" type="checkbox"/> VoiceThread	Not in a Grading Period	Basic LTI	Feb 6, 2020	Feb 6, 2020	100
<input checked="" type="checkbox"/> VoiceThread	Not in a Grading Period	Basic LTI	None	Feb 6, 2020	100

You have successfully shown the grade book columns.

Grade Center : Full Grade Center ✓

The Full Grade Center displays all columns and rows in the Grade Center and is the default view of the Grade Center. [More Help](#)

Create Column

Create Calculated Column ▾

Manage ▾

Reports ▾

Filter

Work Offline ▾

→

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Email ▾

Sort Columns By: Layout Position ▾ Order: ▲Ascending ▾

Grade Information Bar Last Saved: July 15, 2021 8:35 AM

<input type="checkbox"/>	LAST NAME ▾	FIRST NAME ▾	CHAPTER 1 CRITICAL THINKING QUESTION*	VOICETHREAD ▾
<input type="checkbox"/>	Clark	Catherine	--	--
<input type="checkbox"/>	Claymaker	Van	2.00	100.00
<input type="checkbox"/>	Farnsworth_Preview	Daniel	--	25.00
<input type="checkbox"/>	Runnings	Miles	--	50.00

Blackboard Questions?

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