BLACKBOARD GRADE CENTER: QUESTIONS? & ANSWERS!
“Well if you’re so sure what it ain’t, how about tellin’ us what it am.”

-- Moe Szyslak, The Simpsons
**Grade Center: “What it ain’t”**

- Not a spreadsheet!
  - No “on the fly” calculated columns
  - No user-defined formula-driven cells
  - No user-defined macro-driven cells
  - Limited sorting and searching capacity

- Not directly tied to Joe’SS
  - Grades in Grade Center are NOT official student grades
  - Grades must be entered in Joe’SS to be official
GRADE CENTER: “WHAT IT AM”

• Tied to Assignments, Tests, Surveys, and other assessment tasks in Blackboard
• Organize student grades
  – By name
  – By group affiliation
  – By assignment
  – By other criteria
• Collect assignments for review and grading
Grade Center: “What it am”

• Create Grade Center columns for tasks such as Discussion Boards, Wimba Live Classroom, and other collaborative exercises
• Feedback options for graders and students
• Export GC to Excel for further statistical analysis
• Import Excel spreadsheets for quick columns
QUESTION:

Grade Center isn’t allowing me to enter grades. What is going on?
ANSWER:

• There have been some technical glitches with Grade Center.

• Internet Explorer has a “caching” issue.
  – IE needs to be set to refresh every time the page is visited

• Java Runtime Environment should be at least 1.6

• Other technical issues should be sent to Help Desk (help.mst.edu) for investigation and resolution
QUESTION:

How do I sort columns?
ANSWER:

- In GC, click Manage, then click Organize Grade Center
- Click and drag in the grayed out column on the left to move a column up/left or down/right
ANSWER:

• You can also opt for “frozen” columns and “hidden” columns
  – Frozen columns will always be displayed in Grade Center, no matter how far to the right you scroll
  – Hidden columns are not visible in the Grade Center but can be made visible again through Organize Grade Center
QUESTION:

I want to copy my Grade Center to a different section. What’s the best way to do this?
ANSWER:

- From Control Panel, click Course Copy
- Click Copy Course Materials into an Existing Course
- Select Destination Course ID
- Select Grade Center Columns and Settings
ANSWER:

IMPORTANT!

• If copying Grade Center columns tied to assignments or tests:
  – Also select Assignments or Tests, Surveys, and Pools
  – This keeps Grade Center properly synced with those objects in Blackboard
IMPORTANT!

• Grade Center columns are appended to already existing columns
  – Existing columns will NOT be overwritten
  – This may create duplicate columns
  – This may also create duplicate categories (e.g. Quizzes)

• Student information will NOT be copied
QUESTION:

I combined two sections into a single section.
Is there a way to still distinguish between sections in Grade Center?
ANSWER:

Yep. Here’s how!

1. In Section A, create a non-graded column for the section.

2. Fill out section for all students in Section A.

3. Combine all students from Section B into course.

4. Fill out section for all students in Section B.
ANSWER:

5. In Grade Center, click **Manage**, then click **Smart Views**.

6. Click **Add Smart View**.

7. Type in a **Name** (e.g. Section A).

8. Select **Investigate**.

9. Select **Grade on Section** from dropdown list.

10. Type in a **Value** (e.g. A).
ANSWER:

11. Filter **Results on All Columns**.
12. Click **Submit**.
13. In the Grade Center, select Section A from Current View drop down list.
14. Create a Smart View for each section.
15. Grades can now be viewed by section in a combined course.
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