Grade Center – formerly Gradebook

The Grade Center posts all student grades associated with Tests and Assignments. The Grade Center also accommodated scores for manually added items. Assessments and Assignments are made available through a Content Area but are viewed and graded through the Grade Center.

Accessing the Grade Center

1. Select Evaluation from the Control Panel area and Grade Center.

Exploring the Grade Center

The Grade Center is made up of rows and columns of student information and gradable items. Cells in the grid contain data specific to corresponding students. All cells and column headings contain menus for various actions.
Icon Legend

1. **User Unavailable** – The student is hidden from the course.
2. **Column Not Visible to Users** – Instructor has hidden column contents from students.
3. **Completed** – Indicates completion of a Complete/Incomplete column.
4. **Needs Grading** – Indicates completion of an item associated with the Blackboard Grade Center (assignment, quiz, etc.) that needs to be assigned a manual grade.
5. **Grade Edited Manually** – Instructor has made a change to the student’s grade.
6. **Attempt in Progress** – Common with Tests and Surveys, this icon indicates that a student has been locked out.
7. **External Grade** – This is a grade that will be visible on the Report Card if this module has been added.
8. **Grade Exempted for this user** – The instructor has chose to not count student’s grade in a particular column.
9. **Error** – Not seen often, contact dcfefeedback@csufresno.edu if an Error is in the Grade Center.