EXTRA CREDIT GRADE – NOT CALCULATING IN THE GRADE CENTER

ISSUE

Extra credit grades are not calculating in the Grade Center when using a several extra credit columns with a custom-built Total column.

WORKAROUND

There are several ways to calculate Extra Credit in the Blackboard Grade Center.

Using only individual “extra credit” column and calculating in the default Total column:

1. Create an extra credit column in the grade center or any number of extra credit columns.
2. Set the point value to “0.”
3. Any values entered in these columns will be added to the total.

Using several extra credit columns with a custom-built Total Column:

1. Create the number of extra credit columns necessary.
• For the **first** extra credit column, enter the value of .1 in the points possible area and select **Extra Credit** for **Category**.

<table>
<thead>
<tr>
<th>Category</th>
<th>Extra Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Points Possible</td>
<td>0.1</td>
</tr>
</tbody>
</table>

• For the rest of extra credit columns, enter the value of 0 in the points possible area and select **Extra Credit** for **Category**.

<table>
<thead>
<tr>
<th>Category</th>
<th>Extra Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Points Possible</td>
<td>0</td>
</tr>
</tbody>
</table>

• **NOTE:** If you do not see the Extra Credit category from the drop down menu next to the Category, create one (refer to the **Creating Categories** section of the Blackboard Version 9.1 – Grade Center document).

2. Create a Total Column for all Extra Credit Assignments (e.g. Extra Credit Total) by selecting **Create Calculated Column > Total Column**.
   • Select the **Selected Columns and Categories** option for **Include in Total**.
   • Select **Extra Credit** from **Categories to Select** and move it to the **Selected Columns** box using the arrow button.
   • **NOTE:** If extra credit columns haven’t been assigned to the Extra Credit category in step 1, select all the Extra Credit Columns from Columns to Select, and then move them to the **Selected Columns** using the arrow button.

3. As students complete the extra credit enter the points possible.

4. If a student does not complete the first extra credit assignment which contains the point value of .1 you will need to enter a value of “0” in order for the total to calculate correctly. If you do not do this then the extra credit will not calculate in the Extra Credit Total Column.

![Image showing the process of adding extra credit grades and calculating total extra credit with '0' entered in the first extra credit column.](image-url)