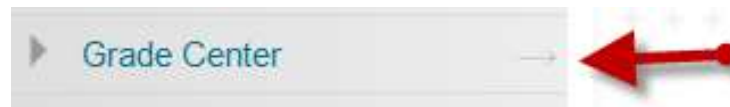


Hiding Grade Center Columns from Yourself

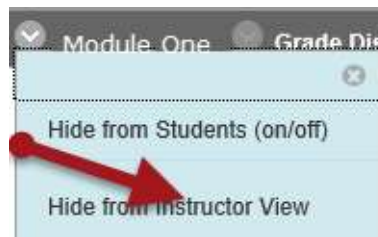
1. To hide a Grade Center Column from students and yourself, go into your full grade center by clicking the arrow next to **Grade Center** under **Control Panel**.



2. Select the Drop Down option next to the Title of the Column you wish to hide from the students and yourself.



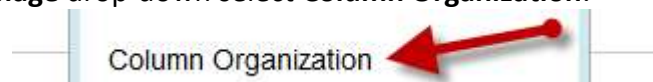
3. Click on **Hide from Instructor View**.



4. The Column should now be gone from your Grade Center view.
5. To add it back you will need to select the **Manage** option in the **Full Grade Center**.



6. Under the **Manage** drop-down select **Column Organization**.



7. You will notice that the Title of the Column is faded and has the word (Hidden) next to it. Check the check box for that item.



8. Scroll to the bottom of the page and click **Submit**.



Hiding Grade Center Columns from Yourself

For more information about hiding columns see also:

- **Hide Grade Columns From Student:**
http://video.wallace.edu/bb/help_tools/Instructor_Helps/040_Evaluation%20Tools/Hiding_Grade_Center_Columns_From_Students.pdf
- **Making a Test Available to one or a group of Student (s) (Test Available Exceptions for Blackboard):**
http://video.wallace.edu/bb/help_tools/Instructor_Helps/040_Evaluation%20Tools/Test_Available_Exceptions.pdf
- **Instructor Help Documents:**
http://video.wallace.edu/bb/help_tools/instructor_helps.html

