How to Hide the “Total” and “Weighted Total” Columns in Blackboard’s Grade Center from the Instructor

By default, new Blackboard courses have a “Total” and Weighted Total” column in the Grade Center. It is possible to hide them so they won’t be visible to your students.

With your Blackboard course open, click on the Grade Center link under the Course Management menu.
This will reveal the options within the Grade Center. Click on Full Grade Center. This will open the Full Grade Center. Note that there are columns called Weighted Total and Total visible by default.

To hide these columns, click on the Manage button and select Column Organization.
This will open the Column Organization window. Click the boxes next to the Weighted Total and Total columns, then click the Show/Hide button and select Hide Selected columns.
The Column Organization window will change, showing you that you have elected to hide the columns you chose earlier.

Click the Submit button to proceed.
Your new Grade Center displays without the columns you chose to hide.

For more information, contact the Faculty Resource Center at 205.348.3532 or frc@ua.edu
or visit our website at http://frc.ua.edu.

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