

WHY WOULD YOU USE THIS FEATURE?

If your instructor uses the Grade Book in Blackboard and/or gives tests/quizzes, requires you to submit assignments via Blackboard you will have the ability to not only have the ability to check your grades but also view instructor comments and review your test/quiz answers (if the instructor allows that feature).

- 1) Click on the My Grades button (which will either be a button of its own or can be found within the Tools button)



The screenshot shows the Blackboard interface. At the top, there is a navigation bar with 'UTC Online' and 'Organizations' tabs. Below this is a sidebar with buttons for 'Announcements', 'Syllabus', 'Assignments', 'Email', 'My Grades', 'Communication', 'Tools', and 'Student Help 101'. A red arrow points to the 'My Grades' button. The main content area shows 'Announcements' for the course 'ELLISSURVEY (ELLISSURVEY1)'. It includes filters for 'VIEW TODAY', 'VIEW LAST 7 DAYS', 'VIEW LAST 30 DAYS', and 'VIEW ALL'. The date range is 'May 21, 2009 - May 28, 2009'. Below this, it states 'No announcements found.' At the bottom, there is a copyright notice: '© 1997-2009 Blackboard Inc. All Rights Reserved. U.S. Patent No. 6,988,138. Additional Patents Pending.'

Bb Tools



[Calendar](#)
Calendar



[Digital Dropbox](#)
Dropbox.



[Glossary](#)
Glossary Tool



[My Grades](#)
View grades.

- 2) Below is a screen shot of the My Grades page. To view a particular test that was taken within Blackboard click on your grade (it will be **blue and underlined**, if your instructor has enabled this feature). A green check mark ✓ will appear for all items that are complete or incomplete and do not have a grade associated with them. A “-” indicates that a grade has not been entered for that item. If you see an exclamation mark in the Grade Column, this indicates that an error has occurred for that item and Blackboard is waiting for your instructor to go in and review the problem then enter a grade.

View Grades

Your grades for this Course

Item Name	Details	Due Date	Last Submitted, Modified, or Graded	Grade	Points Possible	Comments
Weighted Total	Details			-	0	
Total	Details			100	100	
Submitting SafeAssignments	Details			-	0	
Submitting SafeAssignments	Details			-	0	
Research Paper-Rough Draft	Details		May 26, 2009 1:58 PM	!	0	
Reserach Paper	Details		May 26, 2009 3:06 PM	!	100	
Quiz 1	Details		May 28, 2009 11:07 AM	<u>100</u>	100	
Student Feedback	Details		May 28, 2009 11:16 AM	✓	0	

[Icon Legend](#)

OK