



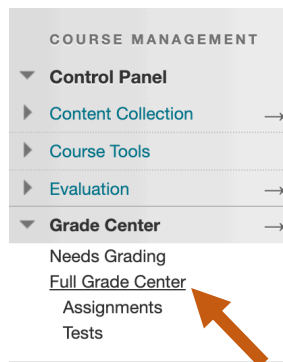
Hiding Grades from Students



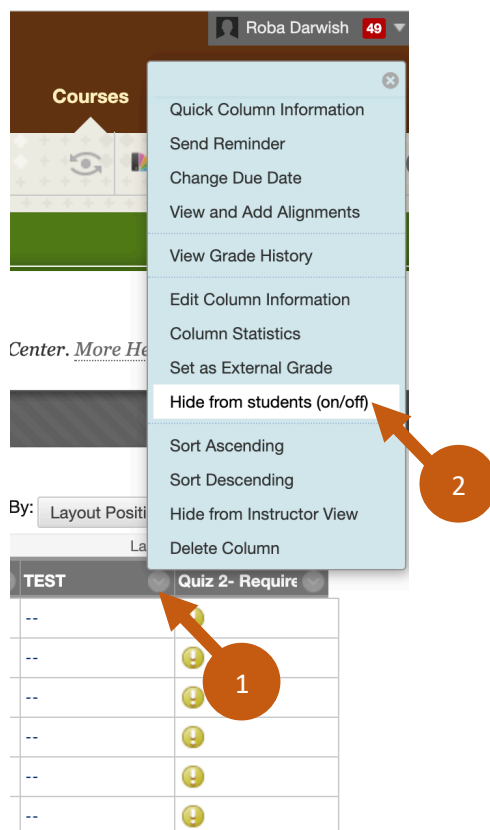


To hide a Grade From Students:

1. Open the **Full Grade Center**, found under the **Grade Center** options in the **Control Panel**.



2. To **hide a grade** column from **students**, open the column's contextual menu and select **Hide from Students** (on/off).

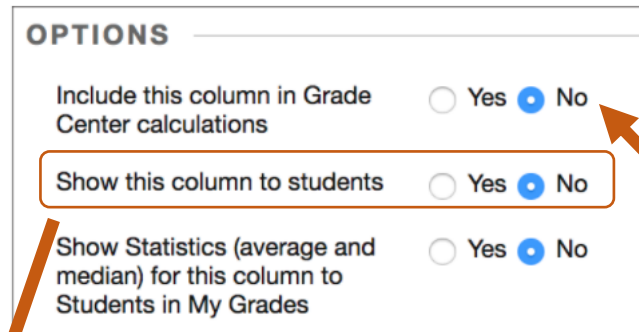
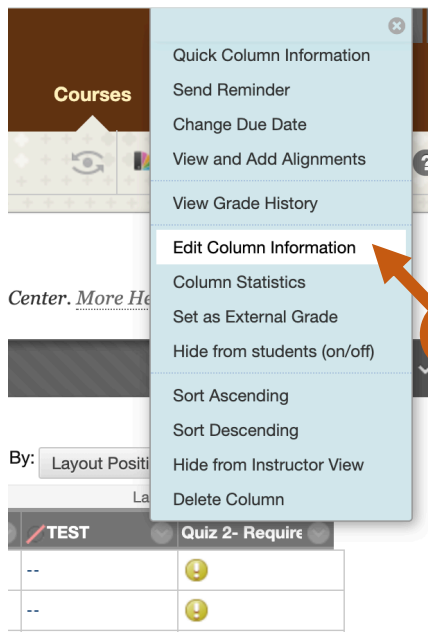




- This column will now appear in your **Grade Center** with an icon in the header indicating it has been **hidden** from **Students**.



- Please note that the mark given for the test will not be displayed in the grade columns for the students, however the grade **will be included in the total**. In order to exclude the grade for this test from the total, do the following steps:



You can also hide the column from here (similar result of steps 1-3)