Blackboard Grade Center – Grading Schemas
A grading schema in Blackboard allows you to set grades to display differently.

1. Enter the course, and make sure Edit Mode is set to ON.
2. Scroll down to the control panel on the left, and click Grade Center.
3. From the options that expand, select Full Grade Center.
4. Click the Manage button and select Grading Schemas.
5. Click the Create Grading Schema button.

6. Enter a name for the grading schema; for example, “Pass/Fail.” The description is optional.

7. For the Schema Mapping section, you may edit the default schemas present.
   a. The box on the left is what will display if a student has a certain grade percentage.
   b. The box on the right is what percentage will display if the instructor manually enters something.

8. To include more complex schemas, you may add rows using the small arrows at the right. After you click Submit on the new schema you created, you will be taken back to the Grading Schemas area, where your new schema will be listed.
Apply a Grading Schema

You apply grading schemas when you are creating or editing a grade column.

1. To apply your grading schema to an existing grade column, go to the Grade Center, click the action link of the column you wish to edit, and select Edit Column Information.

2. Scroll down and click the Primary Display drop-down, which is what displays in both the Grade Center (for instructors) and My Grades (for students). From the drop-down options, select the title of your schema.
3. Scroll down and click Submit.
4. In the Grade Center under the column you selected earlier, you should now see grades displaying corresponding to the schema you created.

For additional support, visit [http://uhd.edu/bbhelpform](http://uhd.edu/bbhelpform)