Grade Center: Columns

The columns in the grade center are used to record grades as well as provide students an overall grade for the class. Grade center columns will automatically be created for graded items in eCampus, but additional columns can be created for items turned in and graded external to eCampus. Calculated columns can be created to determine the average, minimum/maximum, total and weighted grades.

Create Column

1. Enter the Full Grade Center.
2. Select Create Column.
3. Input the Column Name.
4. Choose the Primary Display and optionally the Secondary Display.
5. Input the Points Possible.
6. Optionally, input Rubric, Due Date, Include this Column in Grade Center Calculations, Show this Column to Students and/or Show Statistics (average and median) for this column to Students in My Grades.
7. Select Submit.

Create Calculated Column

1. Enter the Full Grade Center.
2. Select Create Calculated Column, then Average Column, Minimum/Maximum Column, Total Column and Weighted Column.
3. Input the Column Name.
4. Choose the Primary Display and optionally the Secondary Display.
5. Optionally choose the information for Select Columns and Options.
7. Select Submit.

Exempt Grades

To exempt a grade go to the Full Grade Center and Select the Contextual Menu (A), then Exempt Grade (B).