

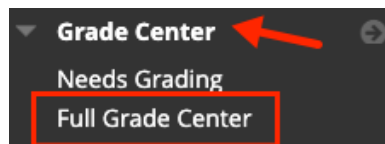
VIEW GRADE CENTER HISTORY

The Grade History page in the Grade Center act like a log file that records all the changes that occur to grades. You can view grade history for a column or for a particular student in the grade center.

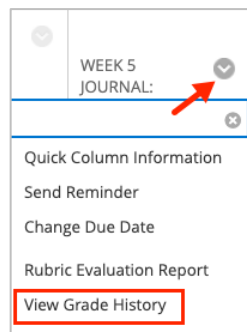
Instructions

View Grade History for a Column

1. In the Course Management area of the course menu, click on **Grade Center**. A drop down menu appears. Click on **Full Grade Center**.



2. Click on the **down arrow** of the column in grade center and choose **View Grade History**.

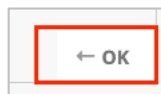


3. You will now be able to view all the grade history for this particular column. There is also an option to download as an Excel document, if desired by clicking the Download button at the top of the page. View the user guide for more on [Downloading Grade History](#).

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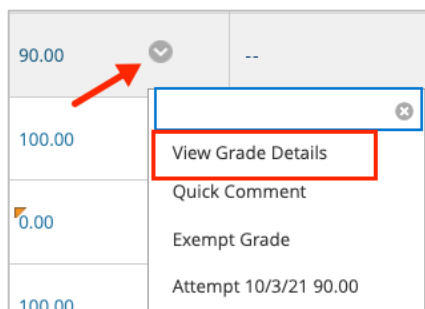
DATE	LAST EDITED BY	USER	VALUE	ATTEMPT ACTIVITY	COMMENTS
Oct 4, 2021 7:56:41 AM			Attempt Grade 100.00	Oct 3, 2021 4:36:25 PM	Feedback to Learner [Blurred text] View Full Comment
Oct 4, 2021 7:56:40 AM			Attempt Grade 100.00	Oct 3, 2021 4:36:25 PM	Feedback to Learner [Blurred text] View Full Comment
Oct 4, 2021 8:13:20 AM			Attempt Grade 100.00	Oct 3, 2021 9:33:19 PM	Feedback to Learner [Blurred text] View Full Comment

4. At the bottom of the page, click **OK** to go back to the Grade Center.



View Grade History for a Student with assignment submitted to ulearn

1. In the Grade Center, locate an assignment for a student in which you wish to view grade history for.
2. Click on the student's cell and from the down arrow next to their grade select **View Grade Details** from the menu.



3. Click the **Grade History** tab.

VIEW GRADE CENTER HISTORY

Attempts	Manual Override	Column Details	Grade History
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4. Click on **View Complete History**.

Attempts	Manual Override	Column Details	Grade History	
Date	Last Edited by	Value	Comments	
Oct 5, 2021 8:11:34 AM		Override Grade Cleared		
Oct 5, 2021 8:10:48 AM		Attempt Grade 100.00	Feedback to Learner [Blurred text] <input type="button" value="View Full Comment"/>	
<input type="button" value="View Complete History"/>				

5. You will see a complete grade history including dates and times. In the particular example below, a student did not submit an assignment on time the night before and the instructor entered a 0 the next morning. The student submitted the assignment later that night and the instructor graded it the next morning and removed the initial override grade of 0.

Attempts	Manual Override	Column Details	Grade History	
Date	Last Edited by	Value	Comments	
Oct 5, 2021 8:11:34 AM		Override Grade Cleared		
Oct 5, 2021 8:10:48 AM		Attempt Grade 100.00	Feedback to Learner [Blurred text] <input type="button" value="View Full Comment"/>	
Oct 4, 2021 11:52:09 PM	Brook	Attempt submitted (needs grading).		
Oct 4, 2021 6:17:58 AM		Override Grade 0.00		
<input type="button" value="Hide Complete History"/>				