Introduction
This document will step you through how to hide items in your Grade Center from the Students’ My Grades view.

Hide Column from My Grades View
If you want to hide a column in the Grade Center from the student view you will need to complete the following steps.

1. Enter the Grade Center
2. Click on the Drop Down Arrow of the column you want to hide
3. Select Show/Hide to Users (Fig 1, 1)
4. You will now see the following icon in the Grade Center view. This icon indicates that the students cannot view this item.

Note: If you are adding a new grade column to your Grade Center you can select this feature when you are setting up the item (Fig 2, 1).

Figure 1

Figure 2