Grade Center
Dropping the Lowest Grade

Dropping the Lowest Grade in a Category

1. Navigate to https://blackboard.towson.edu/.
2. Enter the desired course.
3. In the left-hand menu, click Grade Center.
4. Select Full Grade Center.
5. Locate your Weighted Total Column, click the drop-down arrow and select Edit Column Information.
6. Scroll down to Select Columns, and locate the category where you want to drop the lowest grade.
7. In that section, enter the number of lowest grades you want dropped.

8. Submit.