

Blackboard

Grade Center

Show/Hide Columns from Instructor View

Hiding Columns from Instructor View

1. Navigate to <https://blackboard.towson.edu>
2. Log in with your TU **NetID and Password**
3. Enter the desired course
4. On the left hand menu, click **Grade Center**, then **Full Grade Center**
5. Along the top menu, click **Manage**, then **Column Organization**
6. Click the **check box** to the left of the columns you wish to hide
7. Select **Show/Hide** at the bottom of the page
8. In the menu that appears, select **Hide Selected Columns**
9. Click Submit

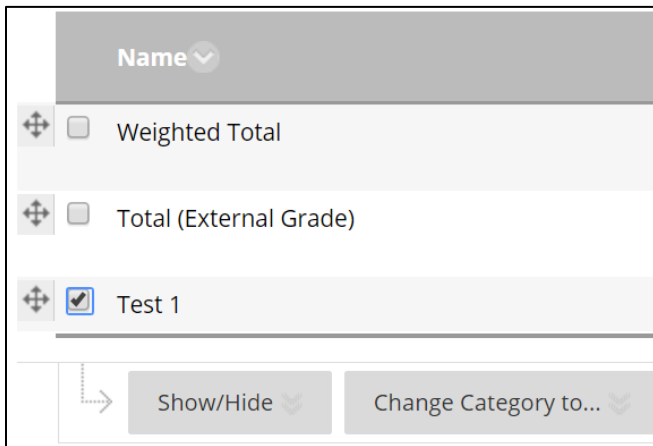


Figure 1

Note: To show the hidden columns after hiding them, follow steps 1-7, then continue here:

10. In the menu that appears, select **Show Selected Columns**
11. Click **Submit**