

How to modify your grading schema

1. Click on “Grade Center” in the blue **Course Management Area** on the bottom left of your Blackboard course screen to expand the options there
2. Select “Full Grade Center”
3. Click “Manage” and choose “Grading Schemas” from the drop down menu
4. Click on the chevron to the right of “Letter”

5. Click “Edit”
6. In box 2 enter your grading scale

2. Schema Mapping

Grade Center columns that are automatically graded, such as Tests, will be converted to this display option according to the grade mapping provided by Grade Center manually using this display option, mappings from each symbol into a percentage of points possible must be provided.

Grades Scored Between	Will Equal	Grades Manually Entered as	Will Calculate as	Insert Rows
97 % and 100%	A+	A+	98.5 %	
94 % and Less Than 97%	A	A	95 %	Delete Row
90 % and Less Than 94%	A-	A-	91.5 %	Delete Row
87 % and Less Than 90%	B+	B+	88.5 %	Delete Row
84 % and Less Than 87%	B	B	85 %	Delete Row
80 % and Less Than 84%	B-	B-	81.5 %	Delete Row
77 % and Less Than 80%	C+	C+	78.5 %	Delete Row
74 % and Less Than 77%	C	C	75 %	Delete Row
70 % and Less Than 74%	C-	C-	71.5 %	Delete Row
67 % and Less Than 70%	D+	D+	68.5 %	Delete Row
64 % and Less Than 67%	D	D	65 %	Delete Row
60 % and Less Than 64%	D-	D-	61.5 %	Delete Row
0 % and Less Than 60%	F	F	55 %	Delete Row

7. You can customize this scale to meet the needs of your course by deleting rows, changing the scale, and changing the letter grade; however, the system cannot calculate a letter grade for anyone who achieves higher than 100%.
 - a. Please be advised that the column on right only matters if you enter an “A” for an assignment the grade center will display the “A” as a percentage. The majority of educator’s grade on a point system, so this column is immaterial; however, the percentages need to fall within your grade scale range.
8. Click “Submit”

