

How to Hide the Total Column in the Grade Center from Students

Two calculated columns are created automatically in each HuskyCT site. One is “Weighted Total” which does not perform any calculations until edited by the instructor. The other, “Total”, is set by default to add all grade columns in the Grade Center which has resulted in some confusion for students. It cannot be deleted, so we recommend editing this column’s properties so it does not perform a calculation and it does not appear in the My Grades list or in any other types of grade notifications

Step 1: Access the options menu for the default “Total” column

Click on the gray down arrow at the top of the “Total” column with the green checkmark.



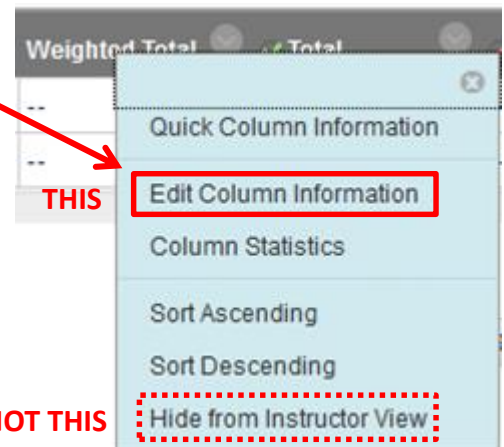
NOTE: The green checkmark indicates an “External Grade Column”, which is a Grade Center requirement.

Step 2: Choose “Edit Column Information” option

Click on “Edit Column Information”

Other Grade Center columns include the option “Hide from Students (on/off)”, but this one does not.

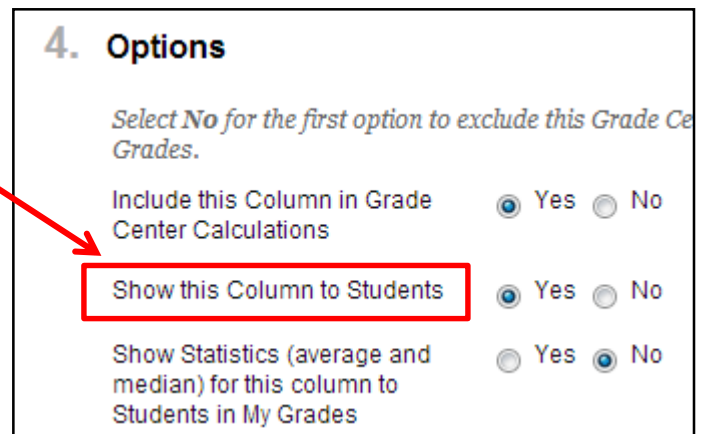
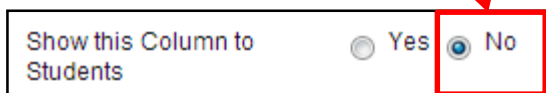
CAUTION: “Hide from Instructor View” DOES NOT hide the Total column from the students view in My Grades tool. It only hides the column from the instructor view of the Grade Center.



Step 3: Change “Show Column to Students” Setting under Options to “No”

Locate the option “Show this Column to Students”

Change setting from “Yes” to “No”



Click **Submit**

