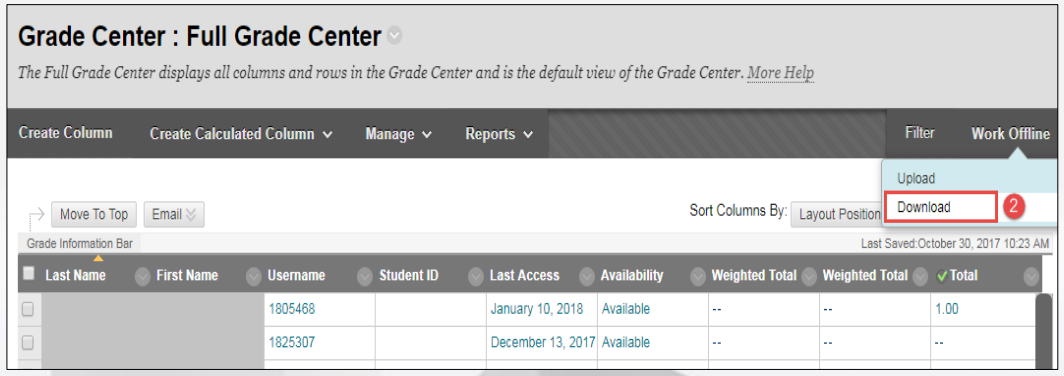
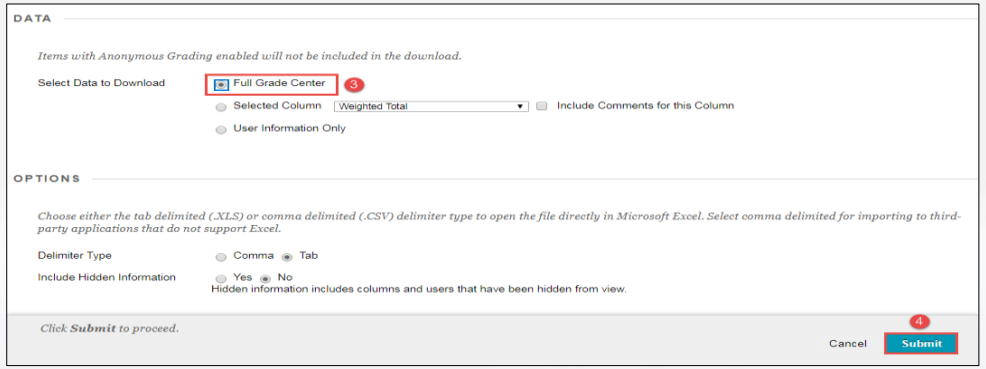
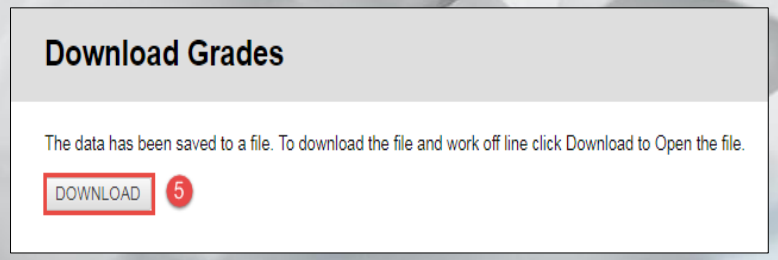
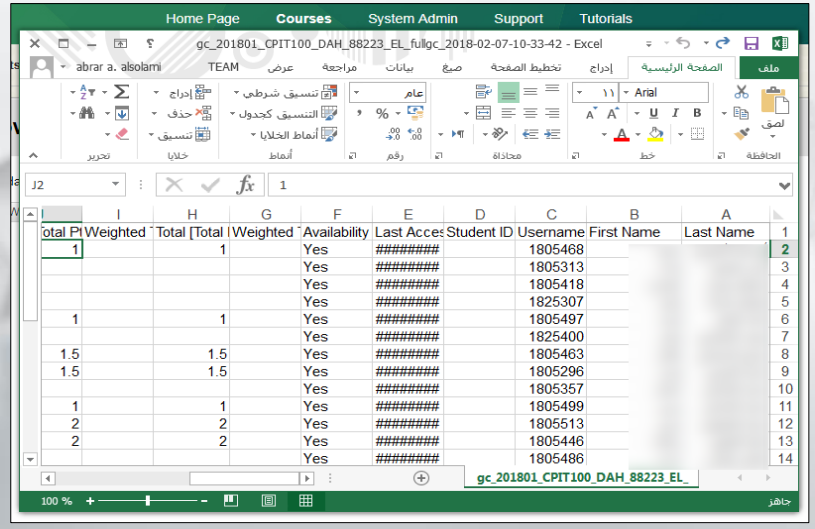
How to Download Grades from the Grade Center in Blackboard

This feature allow instructors to download full or partial data (grades) from the **Grade Center**. **To use this feature follow the steps given below:**









open the downloaded file in a spreadsheet application to edit or add grades.