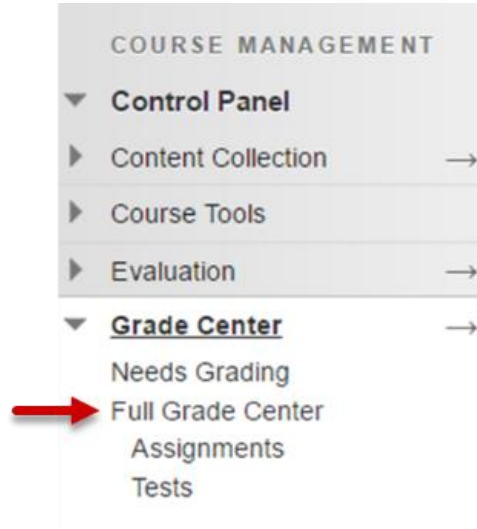


## How to Enter Grades

- Access the **Full Grade Center**.



- [Create a column](#) or go to specified grade center column.
- When no grade has been entered, you will see two dashed lines in the box.

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- To put in a grade, click in the box, input value and press enter.

10.00

- If you put in the wrong value, click in the box to highlight, enter the corrected grade and press enter.

1.00