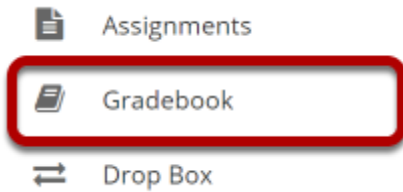


How do I view the course grade override log in Gradebook?

Go to Gradebook.

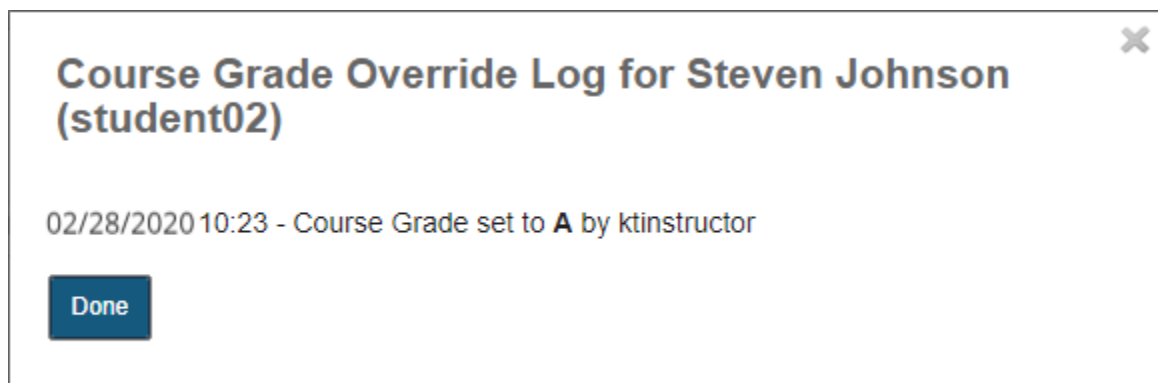


Select the **Gradebook** tool from the Tool Menu of your site.

In the **Course Grades** column, select the down arrow within the cell for the student's grade and choose **Course Grade Override Log**.

Students	Course Grade	Quiz Cat: Assignments Total: 25 Due: -	Assignments	Discussion Cat: Discussions Total: 100 Due: -	Discussions
Johnson, Steven (student02)	B (85.09%)	24	82.29%	90	90%
Martin, Erin (student03)	Course Grade Override	25	80%	92	92%
Thompson, Mary (student01)	Course Grade Override Log	0	71.43%	76	76%

The log will display.



The Course Grade Override Log will display the date and time when the grade was overridden, as well as the change in grade and the username of the user that made the change.