

## *Viewing Grade Center Statistics*

Instructors are able to view statistical information related to a column and any student. The **Column Statistics** page displays statistics for a grade item, including average, median, standard deviation, and so on. The **User Statistics** page displays a student's statistics in the categories. Please note that the statistics pages are read-only, and you cannot edit grades or other information.

### **To View Statistics by User:**

1. Login to the Bb Learn system and go to your course.
2. Locate the **Course Management Control Panel** under the left hand menu and click on **Grade Center** to open the drop down menu. Click on **Full Grade Center**.
3. Click on the **action link** (double down arrows) next to a student's first name, last name, or username and click **View User Statistics**.
4. To change the **User Statistics** page  
**Option 1:** Select the **Student Name** from the **User** drop-down list, and click **Go**.  
**Option 2:** Click on the left and right arrow buttons to the right of **User** (located under the **User** drop-down list) to advance alphabetically to the previous or next student.
5. To change the statistics that are viewed on this page, select a view from the "**Show Statistics For**" drop-down list and then click **Refresh**.
6. To send an email to a student, click the email address of the student.

### **To View Statistics by Column**

1. Click on the **action link** (double down arrows) next to the desired **Grade Center** column and click **Column Statistics**.
2. To "**Include Unavailable Students**" in the Column Statistics page, from the "**Show Statistics For**" drop-down list, click **All Users**. Click **Refresh**.
3. To change columns from the **Column Statistics** Page  
**Option 1:** Select the column you wish to view from the **Column** drop-down list, and click **Go**.  
**Option 2:** Click on the left and right arrow buttons to the right of **Column** (located under the **Column** drop-down list) to advance alphabetically to the previous or next student.