Creating and Using Calculated Columns

Blackboard Learn

A calculated column combines grade data from multiple columns to display a total, weighted total, average, or minimum/maximum grade. Calculated columns automatically populate with values based on their settings and the values you have added to assessment columns included in calculations.
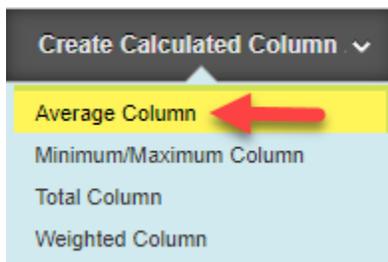
Calculated Column Types	
Total	Sums non-weighted scores earned on all graded assessments or assessment categories.
Weighted Total	Sums weighted scores earned on all graded assessments or assessment categories.
Average	Calculates average score based on selected assessments or assessment categories.
Minimum	Returns lowest score from a set of selected assessments or assessment categories.
Maximum	Returns highest score from a set of selected assessments or assessment categories.

A Few Things to Note About Calculated Columns

- You *can not* enter grades *directly* into a calculated column. Its values come from grades logged in assessment columns that the calculated column references.

- A new course section contains a total and weighted total calculated column for you to customize. You may use the calculated column of your choice to calculate a final grade.

- Creating, editing, or deleting calculated columns does not impact the total points possible in the course or student assessment grades.

Creating a Calculated Column

1. In the course's **FULL GRADE CENTER**, roll your mouse over the **CREATE CALCULATED COLUMN** button and select the type of calculated column you want to create.

2. In the form that appears, give the column a **NAME** and **SELECT COLUMNS** to include in the calculation. Also, indicate whether you want the calculation to be a **RUNNING TOTAL** or not. A column that has *Running Total* set to *Yes* will *exclude ungraded work* from the calculation, yielding an artificially higher grade.

3. Click the **SUBMIT** button at the bottom of the page to post the column to your Grade Center.

Example Calculated Columns

In each example, the calculated column is working exclusively with values drawn from three assignment columns. Assignment 1 and Assignment 2 are worth 100 points each. Assignment 3 is worth 50 points.

Average

Last Name	First Name	Assignment 1	Assignment 2	Assignment 3	Average Assigı
Spacebar	Sally	30.00(30.00%)	80.00(80.00%)	50.00(100.00%)	58.33(70.00%)

The Average Assignment column calculates an average grade based on the grades in the three assignment columns.

30.00% + 80.00% + 100.00% = 210.00%
210.00% / 3 = 70.00%

Min

Last Name	First Name	Assignment 1	Assignment 2	Assignment 3	Min Assignmer
Spacebar	Sally	30.00(30.00%)	80.00(80.00%)	50.00(100.00%)	30.00(30.00%)

The *Min Assignment* column lists the student's lowest assignment score (30%).

Max

Last Name	First Name	Assignment 1	Assignment 2	Assignment 3	Max Assignmeı
Spacebar	Sally	30.00(30.00%)	80.00(80.00%)	50.00(100.00%)	50.00(100.00%)

The *Max Assignment* column lists the student's highest assignment score (100%).

Total

Last Name	First Name	✓ Total	Assignment 1	Assignment 2	Assignment 3
Spacebar	Sally	160.00(64.00%)	30.00(30.00%)	80.00(80.00%)	50.00(100.00%)

The *Total* column sums the unweighted scores entered in the assignment columns. If the column's Display is set to "Percentage", the Total column will calculate the student's grade based on total points earned out of points possible.

30.00 + 80.00 + 50.00 = 160.00 Points Earned
160.00 Points Earned / 250 Points Possible = 64.00%

Weighted Total

Last Name	First Name	Weighted Total	✓ Total	Assignment 1	Assignment 2	Assignment 3
Spacebar	Sally	75.50%	160.00(64.00%)	30.00(30.00%)	80.00(80.00%)	50.00(100.00%)

In this Weighted Total calculation, the student's scores on each assignment are multiplied by a weight and then summed. Assignment 1 is worth 25% of the final grade, Assignment 2 is worth 35%, and Assignment 3 is worth 40%.

Assignment 1 Grade x Weighting	30.00% * 25.00% = 7.50%
Assignment 2 Grade x Weigthing	80.00% * 35.00% = 28.00%
Assignment 3 Grade x Weighting	100.00% * 40.00% = 40.00%
Final Grade Percentage	7.50% + 28.00% + 40.00% = 75.50%

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Editing a Calculated Column

1. Roll your mouse over the head of the calculated column and click the gray arrow icon that appears. In the context menu that appears, select **EDIT COLUMN INFORMATION**.

2. You will be taken back to the column's Edit page, where you can review and adjust the column's settings.

3. Once you are done editing the calculated column, click the **SUBMIT** button at the bottom of the page.

Deleting a Calculated Column

1. Roll your mouse over the head of the calculated column and click the gray arrow icon that appears. In the context menu that appears, select **DELETE COLUMN.**

2. A pop-up window will appear and ask you to confirm that you want to permanently delete this column. Click the **OK** button.

3. If you are successful, you will see a confirmation message on the screen and the column will be permanently deleted from the Grade Center.