Known Issue: Needs Grading Smart View Error

Instructors may encounter a “Contact System Administrator” error message when trying access a course’s Needs Grading Smart View. A common cause of this problem is having an uncategorized Grade Center column that contains student work to be graded.

Solution

Assigning a category to any uncategorized columns may remove the error and restore functionality to the Needs Grading Smart View. Review the columns in your Grade Center to locate any columns that do not have a category applied to them. Then, apply a category to any column without a category.

Step 1: Locating Uncategorized Columns

A quick, easy way to review your column’s categories is to use the Grade Center’s Column Organization page.

1. In Full Grade Center, roll your mouse over the “Manage” button and select “Column Organization”.

2. On the “Column Organization”, browse for any instances of a column with a category set to “No Category”. Make note of the name of the column. Click “Cancel” or “Submit” to exit this page.
**Step 2: Apply a category to the Uncategorised Column**

1. In the Full Grade Center, click the gray double-down arrow associated with the uncategorized column.

2. From the pop-up menu that appears, click “Edit Column Information”

3. On the “Edit” page, choose an appropriate category to apply to the column. When done, click “Submit”

Once this is done, try accessing the Needs Grading Smart view again.