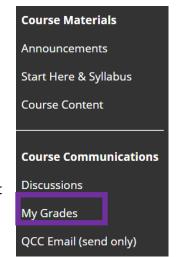


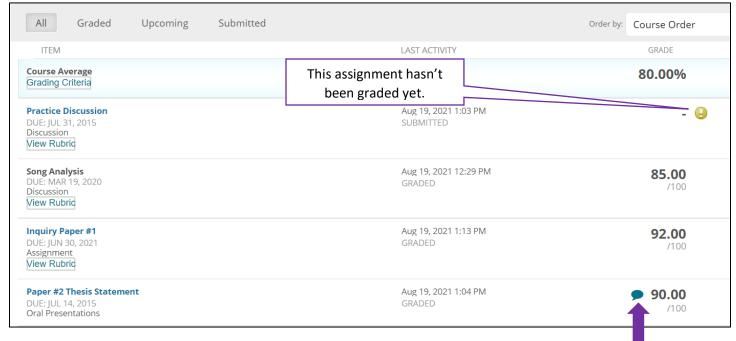
## Student Guide: How to View Grades and Feedback in Blackboard

STEP 1: Logon to the Blackboard course in which you want to check your grades.

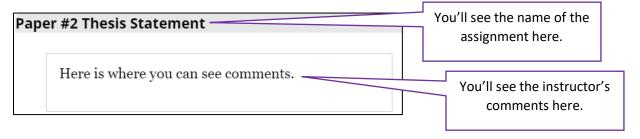
**STEP 2**: Click on the "My Grades" link in the left-side course navigation menu in your Blackboard course. Note: not all instructors use this feature of Blackboard.

You will see grades for assignments that have already been graded and a circle with a yellow exclamation point within it for assignments you have submitted but that have not yet been graded. The image below shows examples of assignments that have been graded and one that has not.





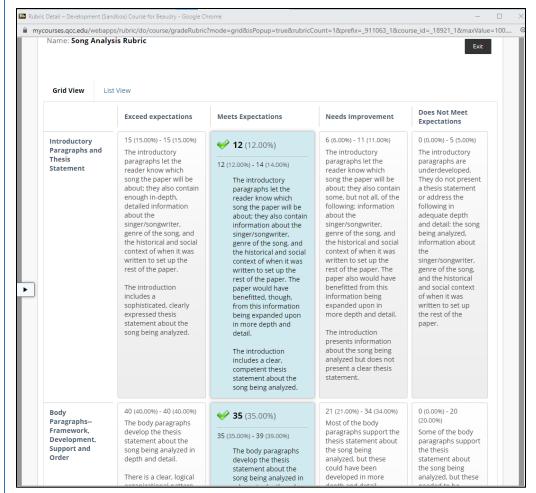
**STEP 3**: If you see a word bubble next to your grade, click on it, as this means your instructor has added comments. When you click on this, a pop-up window will appear like the one shown below.





## STEP 4: If you see a "View Rubric" link under the assignment information, click on that link.

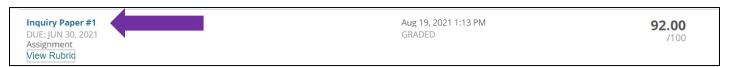


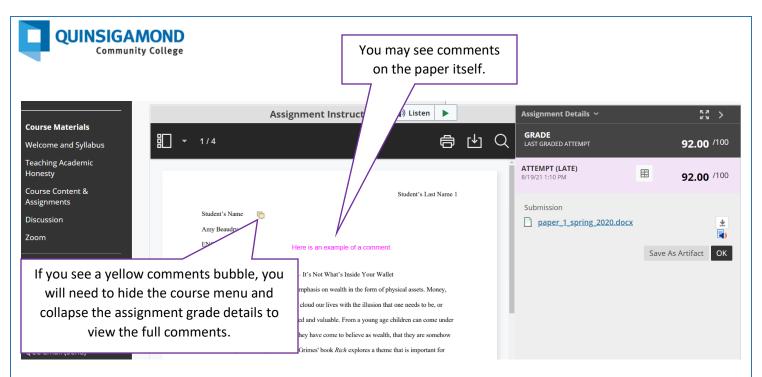


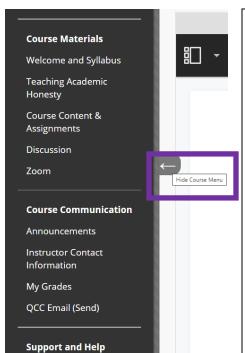
A pop-up window with the completed rubric in it will appear on your screen. You'll see a green checkmark next to the score you received for each criterion in that rubric.

Click on "Exit" when you are done reviewing this. This will return you to the "My Grades" page.

**STEP 5**: Your instructor also may have added comments directly to the assignment you submitted. From the "My Grades" page, click on the name of the assignment to open the assignment you submitted.





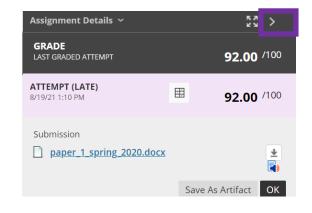


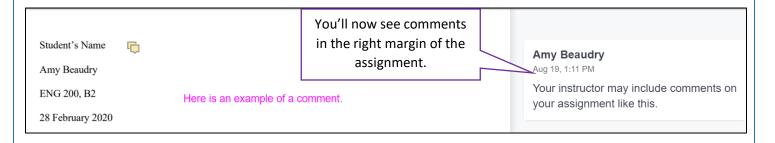
To hide the course menu, place your cursor about halfway down the right side of the course menu until a left-facing arrow appears. Click on that arrow.

To show the course menu, place your cursor about halfway down the left side of the page until a right-facing arrow appears. Click on that arrow.

To collapse the assignment details, click on the right-facing arrow to the right of "Assignment Details."

Click on the left-facing arrow to **expand** this again.





## 24/7 Support

Phone Number: 508.854.4427, Press 1 for Student Support QCC IT Service Desk: https://www.qcc.edu/help