Tests Views in Grade Center

☐ Step-by-step

- Smart views are filtered views of data that originate from the Full Grade Center page
- For the Test smart view link, locate the grey Course Management menu and click on Grade Center. Then, click on the Tests link
- The Tests smart view page appears. This smart view by default collects any assessment’s column grades from the Grade Center.

If an assessment was setup to allow multiple attempts, these can easily be views by hovering over a cell with the score. By default, Learn takes the last attempt of an assessment as the score to put in the cell belonging to the student, though the correct attempt can be chosen instead. To do this, locate and hover over a cell belonging to a column for an assessment that allowed multiple attempts, and choose what attempt will account. For this tutorial, we will decide on keeping the highest score, thus click on the best score, which is “20” for this example. That means the lower attempt will be dismissed.
To dismiss the lowest score, **click** the attempt with the fewest points. The *Grade Test* page will appear and show the first attempt, which happens to have the lower score. **Locate** the Test Information section and **click** on the **Clear Attempt** button to delete this attempt. A popup alert will appear and **click Ok** to proceed clearing the attempt.

**Click** the **Save and Exit** button. Then either go back to the *Tests* smart view page or stay on the *Full Grade Center* page, and the only attempt now shows in the cell.