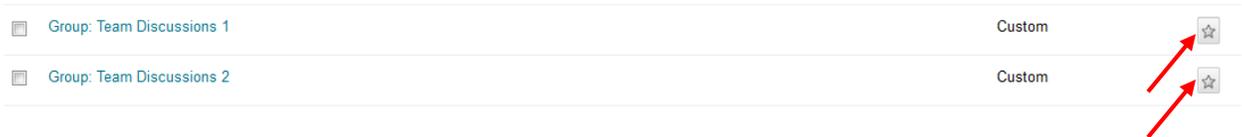


To Create a Smart View for each Group in your Course

1. Click on the Users and Groups link in the Control Panel.
2. Click the Groups link.
3. Click the checkbox next to each group that you would like to create a smart view for.
4. Click on Bulk Actions, then select Create Smart View for Group.



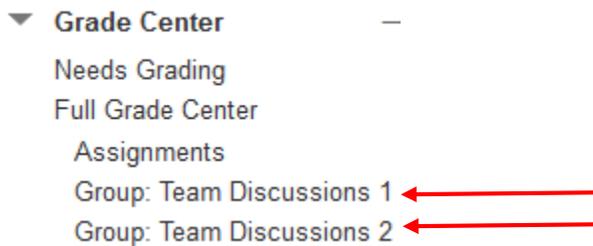
5. Click on the Grade Center link in the Control Panel.
6. Click the Full Grade Center link.
7. Click on Manage, and select Smart Views.
8. You will now see the new smart view in the list.



9. Click on the star in the right column to add the smart view as a favorite.



10. Click OK.
11. Scroll down to the Grade Center Link in the control panel (click on it to expand the list if necessary), and you will see your new smart view listed.



12. Click on the smart view to view only students in the specified group in the Grade Center.