

Edit or Delete a Gradebook Item

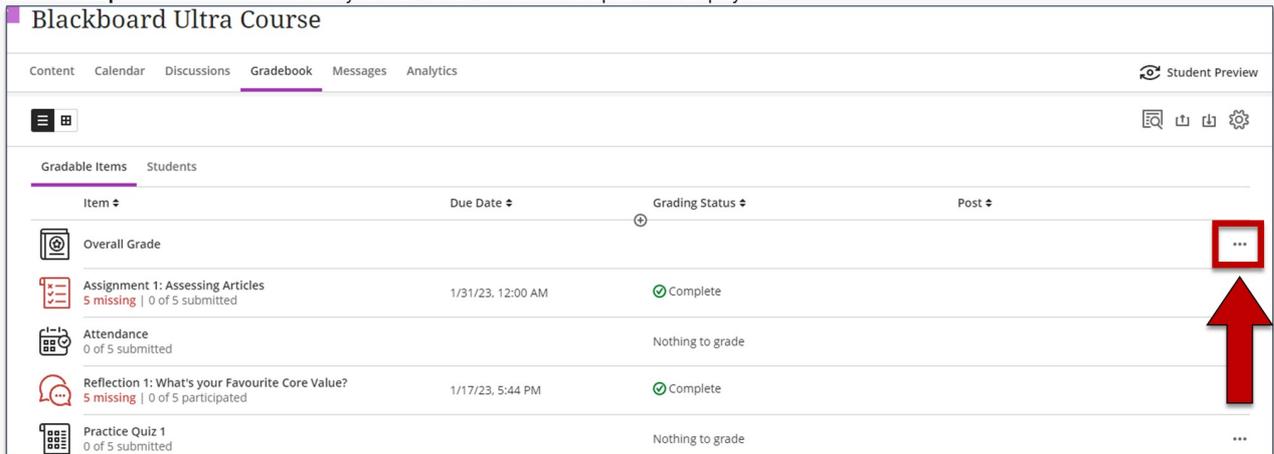
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You can edit or delete an Assessment item from the Gradebook.

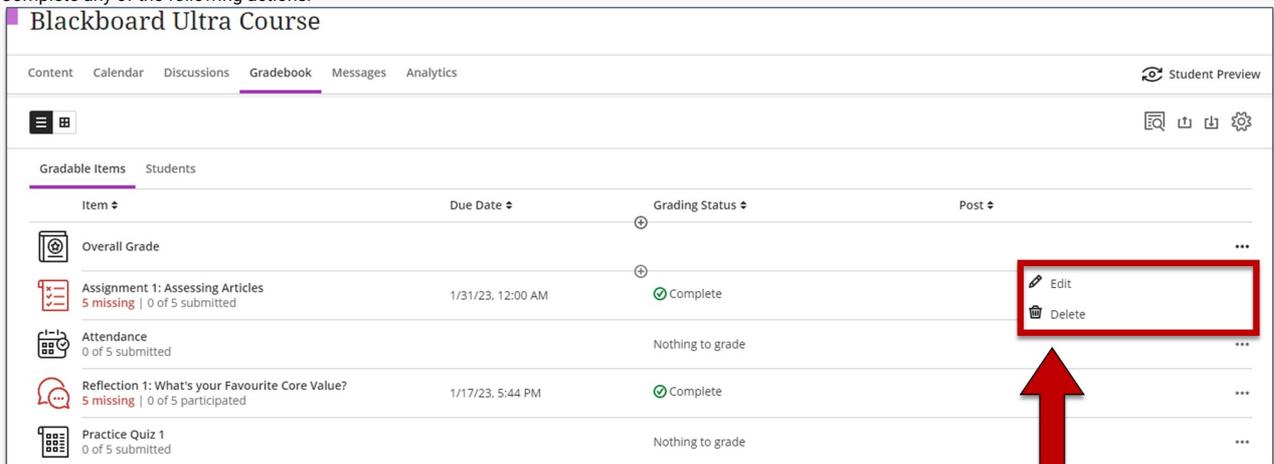
1. Select **Gradebook**.



2. Select the **ellipses** beside the Assessment you want to edit or delete. A drop-down is displayed.

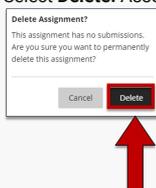


3. Complete any of the following actions:



- Select **Edit**. The Assessment page is displayed and you can edit the Assessment.
- Select **Delete**. A dialogue box will prompt you to confirm the deletion.

a. Select **Delete**. Assessment is deleted.



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tags : blackboard-ultra, blackboard-ultra-grading, delete-assessment, edit-assessment, gradebook