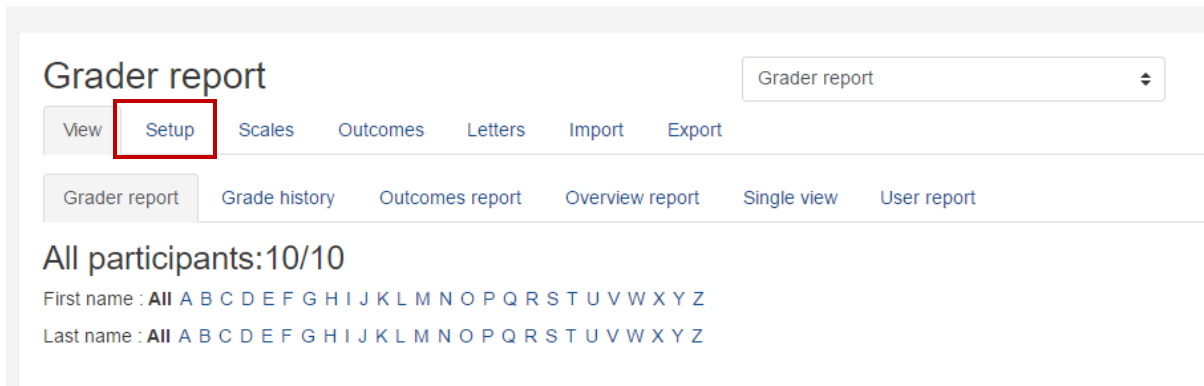


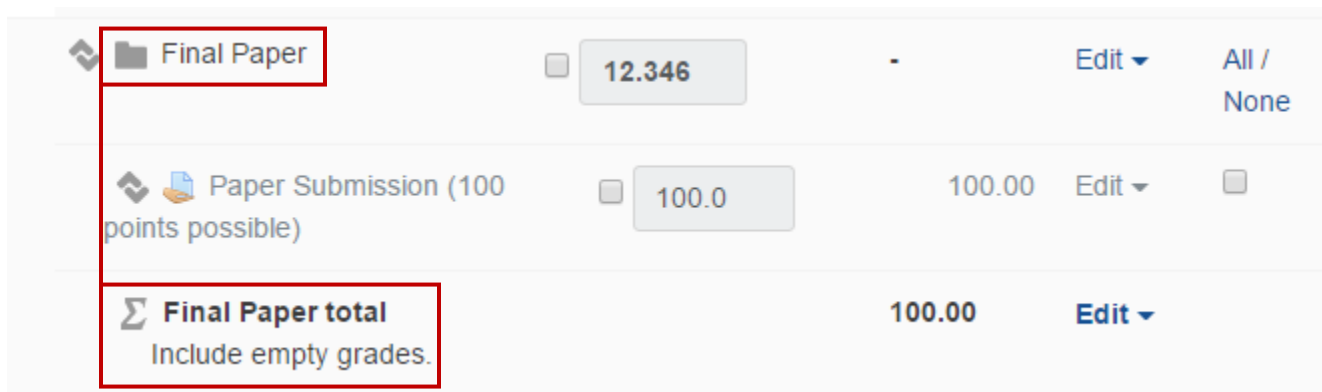
Editing Existing Category Grade Settings

Sometimes you'll want to change the grade settings of a category you've already created. Use these instructions to do so.

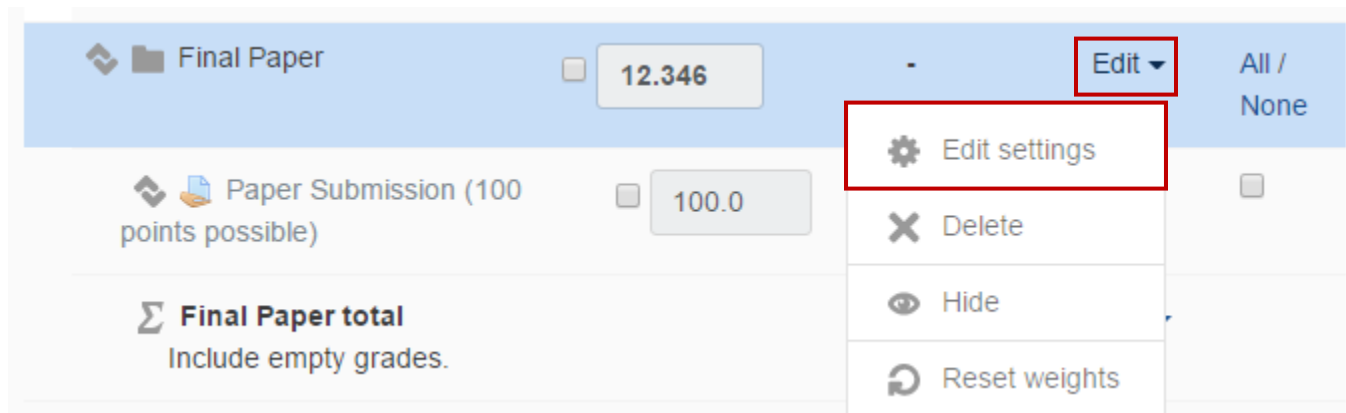
1. In your gradebook, click the **Setup** tab.



2. Locate the category you want to change settings for (categories are marked by a folder icon).



3. Click the **Edit** button beside the Category name, and then select **Edit Settings**.



4. Under each settings category, click the **Show more...** button to view all the possible settings.
5. Make sure to click **Save changes** when you are finished.