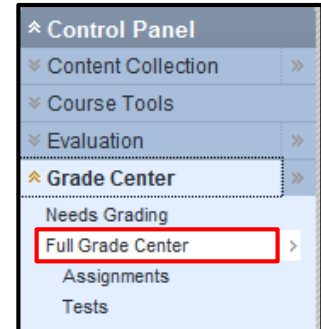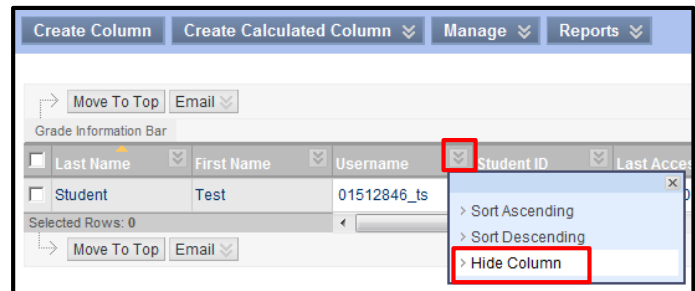# How to Customize the Grade Center View

1. Open the course where you would like to customize the Grade Center view.
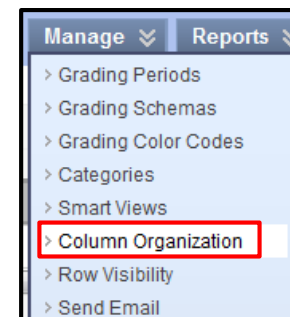2. In the **Control Panel**, click **Grade Center** and then **Full Grade Center**.

3. To hide a column, click the drop down arrow of the column that you want to hide and select **Hide Column**.
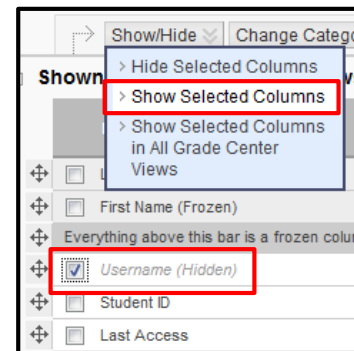
4. To restore the hidden column, click on the **Manage** drop down menu and select **Column Organization**.

5. The Column Organization page controls how different Grade Center views are displayed.

6. Select a column(s) to show, then click on the **Show/Hide** drop down menu to select **Show Selected Columns**.

How to Customize the Grade Center View

7. You can also change the order of the items in the Grade Center view by clicking on the drag and drop arrow of an item and moving it to the desired location.

8. Click **Submit** when you are finished with your changes.

9. A green success message appears at the top of the page.