1. From the **Control Panel** area, click on **Grade Center -> Full Grade Center**.

2. **Click** on the column’s contextual menu that needs to be deleted and select **Delete Column**.

   ![Column Contextual Menu](image)

   **NOTE:** if you do not see the Delete Column option you are most likely working with a column that is attached to an assignment, test, or survey. You will need to locate the content item associated with the column, and remove the content item before you can remove the Grade Center column.

3. When prompted **click** the **Ok** button.