

# Exclude Empty Grades in Gradebook

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1. Select **Gradebook Setup**.
2. For a category heading, click the edit link and then click Edit Settings in the dropdown menu.
3. Select or deselect **Exclude Empty Grades**.

## ▼ Grade category

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**Category name \***

**Aggregation ?**

**Exclude empty grades \* ?** ☒

4. Select **Save changes**.
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