From the **Waypoint Manage** page instructors can return feedback and numeric grades to the Blackboard grade book.

1. To access the **Manage** page, click on ‘**Manage**’ in the top menu under ‘**Evaluations**’

2. On the **Manage** page, select a specific **Assignment**

3. Place a check mark in the **CMS** column (notice that you can place a check mark in the **All** box at the top of the column if you want to send **ALL** student grades to the **CMS gradebook**)

4. Click **Send results to CMS Gradebook**

4. Select the **Assignment** to which you want to return the numeric grade and feedback (make sure your numeric scales match!)

5. Click **Continue**.