



Releasing Final Grades

Depending on the course, you may choose to release the Final Grade early and let the student see it adjust as they earn more grades or you may want to leave it hidden until the end of the term. Regardless of when, this is the how.

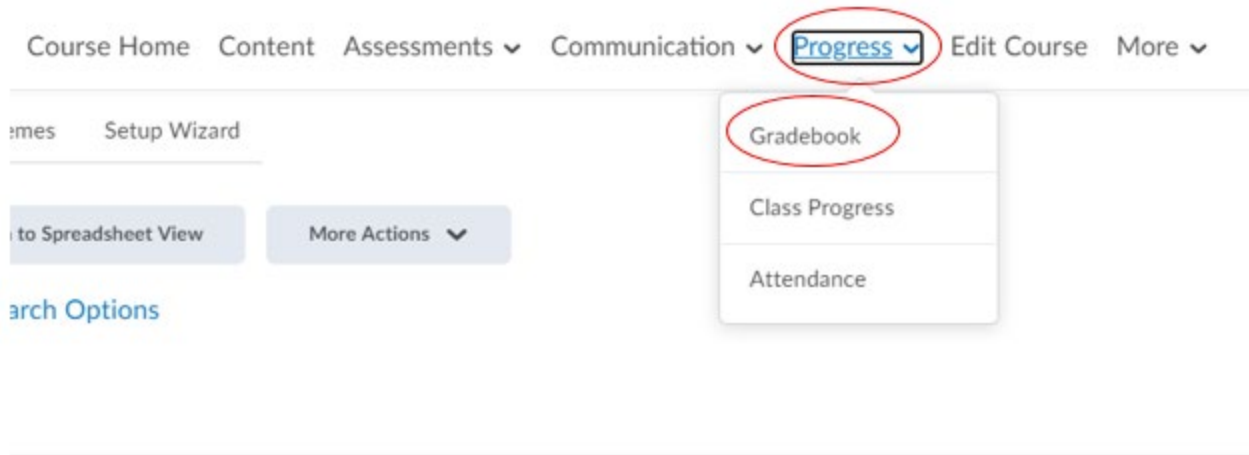
First, let's talk about the two different final grades in D2L:

1. Final Calculated Grade: This is the grade that D2L calculates for you based of off entered grades.
- 2: Final Adjusted Grade: This is the grade that you are able to adjust without changing any grade item.

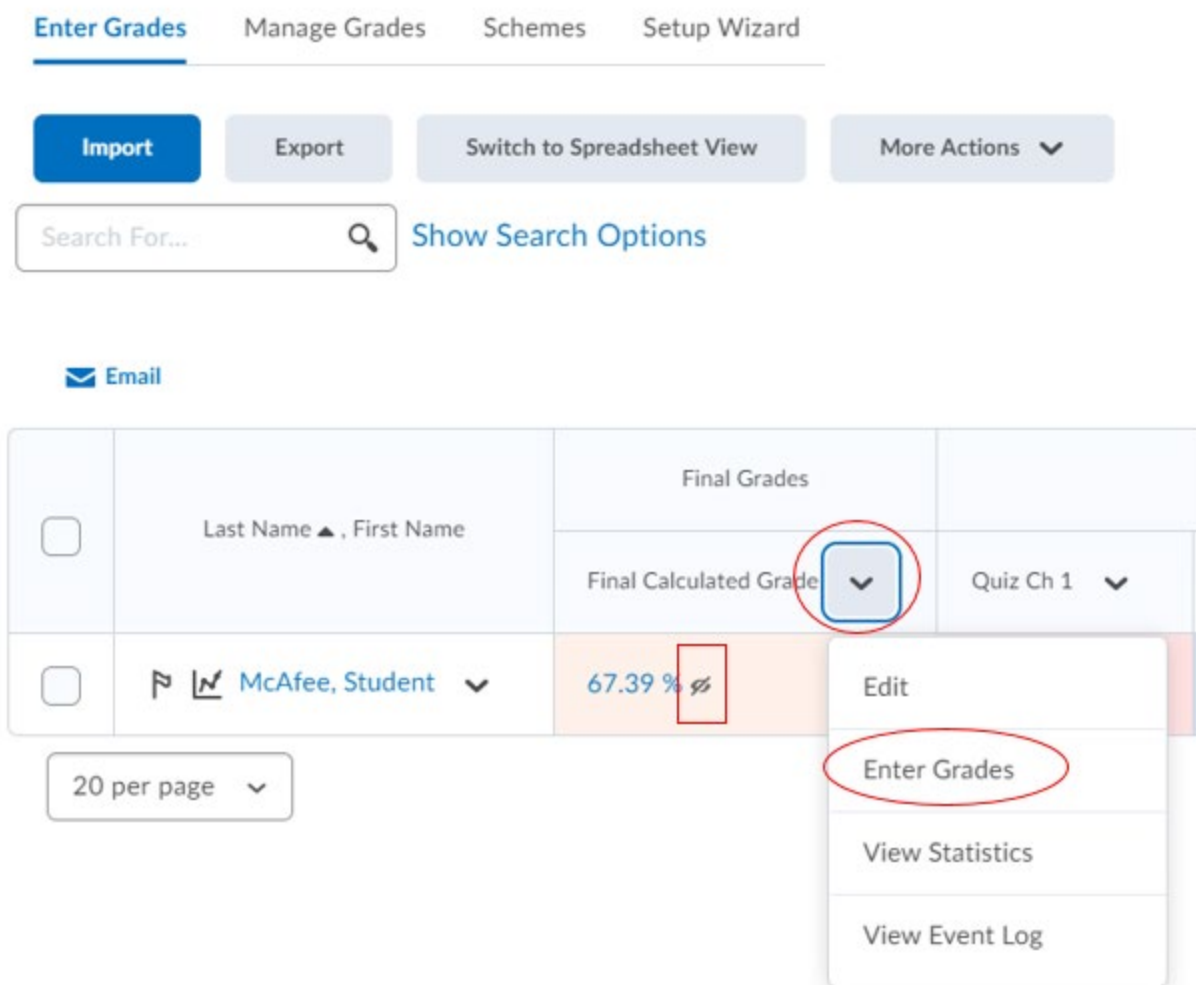
Example: A student is given an extra credit paper to bring their grade up. You assign it to them and they turn it in via email since it wasn't assigned to the whole class. So there isn't a grade column to input that grade, so the final calculated grade is still wrong. This is where the adjusted final grade comes it. You can manually assign the extra points to the adjusted final grade.

When you are ready to release the grade for students to view:

1. Navigate to the Gradebook by clicking Progress in the navbar and select Gradebook.



2. Next to the Final calculated grade, you will need to click on the arrow to bring up the context menu and select Enter Grades. Note: there is an "eye" indicator that tells you if the grade is visible or not. If it has a line through it, it is not visible.



3. It will take you to the Final Grades menu. If you need to enter a different adjusted grade, you can do so here. When you are done, you will check the box at the top to select all students and click the menu option that says Release/Unrelease.

Checkmarks will populate under the Released column to indicate they have should be released. When you are done, click Save and Close.

Final Grades ▾

▶ Show details and overall feedback

Users

Search For... Show Search Options

📌 Set Grades 🗑️ Clear Grades ➕ Add Feedback 📧 Email 🔄 Release/Unrelease

<input checked="" type="checkbox"/>	Last Name ▲, First Name	Final Calculated Grade		Final Adjusted Grade		Feedback	Released
		Grade	Scheme	Grade	Scheme		
<input checked="" type="checkbox"/>	McAfee, Student ▾	67.39 / 100	67.39 %	<input type="text" value="77"/> / <input type="text" value="100"/>	77 %	No feedback provided. ✎	<input type="checkbox"/>

20 per page ▾

Released

4. It will ask you if you are sure, if you are, click yes.

Confirmation

You are about to save changes. Are you sure you want to continue?

5. The grade is now released. The "eye" indicator will no longer have the line in it.

<input type="checkbox"/>	Last Name ▲, First Name	Final Grades
		Final Calculated Grade ▾
<input type="checkbox"/>	McAfee, Student ▾	67.39 % <input type="text" value=""/>

The video [here](#) will show you this process in action:

