

# How do I manage the release of Grades in Moodle until after I have finished marking and moderation?

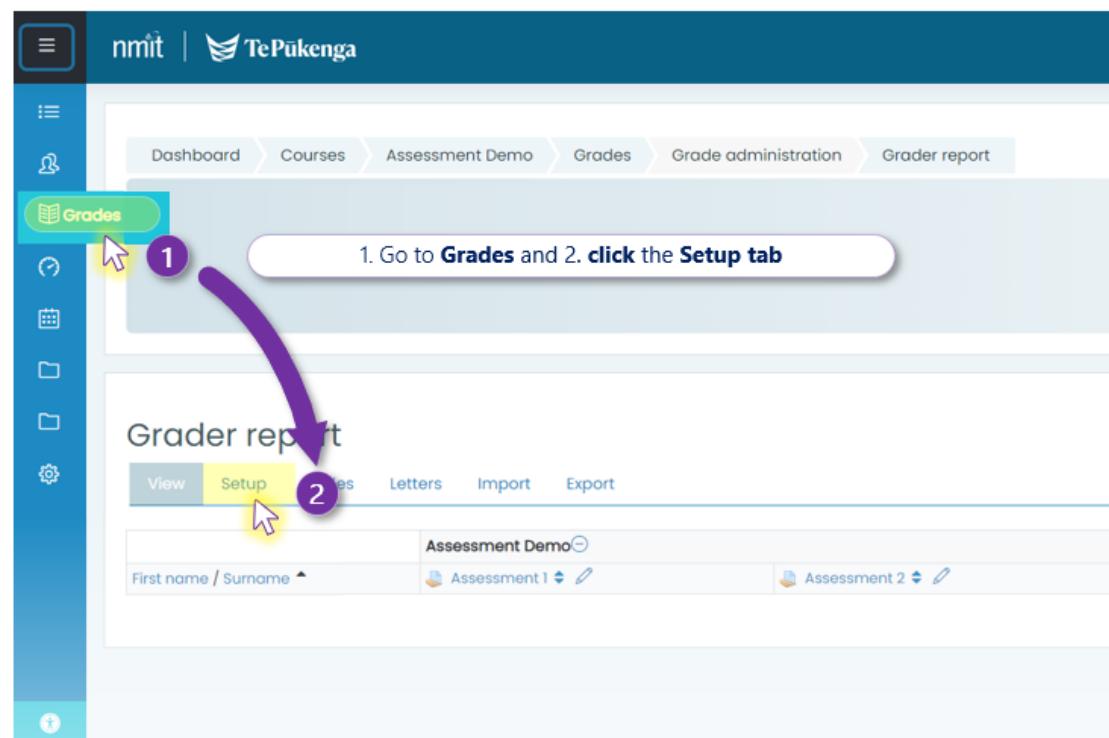
Paul Devine - 2023-11-23 - [Moodle](#)

The easiest way to manage the release of grades in Moodle is via the Gradebook of your course. The **"grade" of a given assignment can be hidden** before grading, and then all grades released at the appropriate time, by unhiding the grade. If the "Notify student" box is ticked when students are graded, the notification is **not sent** until the grade is unhidden, and all students will be notified at the same time.

**Note:** Hiding the assignment drop box itself may not prevent the student from seeing their grade. If a grade has been assigned and has not been hidden in the Gradebook, students may be able to access their grade via their Profile page.

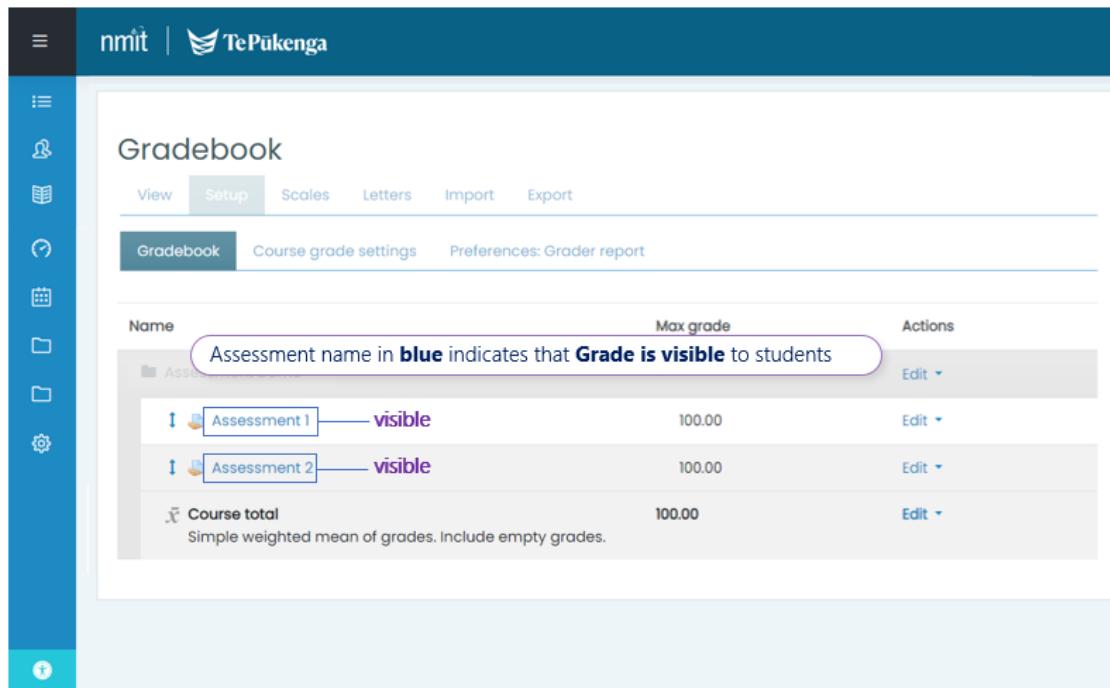
## To Hide/Show grades via the Gradebook:

1. From your course, click the **Gradebook** icon in the blue sidebar, and 2. click the **Setup** tab



The Setup tab will show whether the grades are hidden, or available to students.

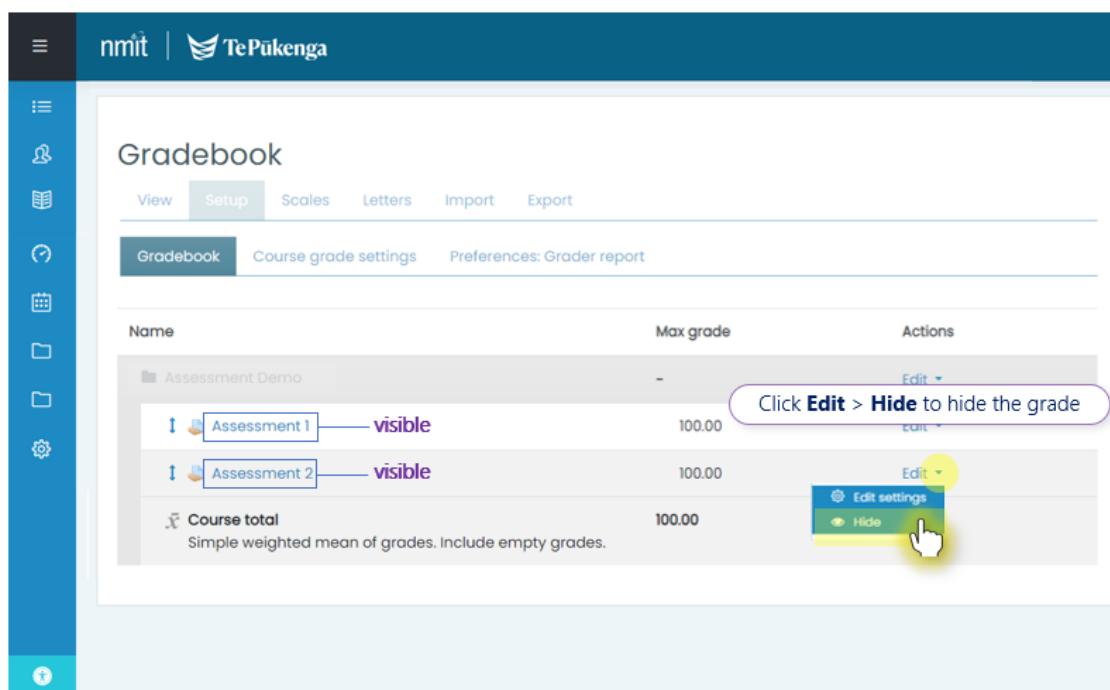
(In the case below, both Assessment 1 and Assessment 2's grades would be visible to students as soon as they are marked.)



The screenshot shows the Gradebook setup page. The 'Gradebook' tab is selected. There are two assessments listed: 'Assessment 1' and 'Assessment 2', both marked as 'visible'. The 'Course total' is also listed with a max grade of 100.00. Each assessment has an 'Edit' link in the 'Actions' column.

Name	Max grade	Actions
Assessment 1	100.00	Edit
Assessment 2	100.00	Edit
Course total	100.00	Edit

To hide the grade for an assignment, click the assignment's **Edit** link, and select **Hide**.



The screenshot shows the Gradebook setup page with the same data as the previous screenshot. The 'Edit' link for 'Assessment 2' is highlighted with a callout box containing the text 'Click Edit > Hide to hide the grade'.

Name	Max grade	Actions
Assessment 1	100.00	Edit
Assessment 2	100.00	<b>Edit</b>
Course total	100.00	<b>Edit</b>

The assignment name will now be grey, instead of blue, indicating that the assignment grade is now hidden.

Note: This does **not** hide the assignment drop box itself.

nmit | TePūkenga

## Gradebook

View Setup Scales Letters Import Export

Gradebook Course grade settings Preferences: Grader report

Name	Max grade	Actions
Assessment Demo	-	Edit
Assessment 1	visible	100.00 Edit
Assessment 2	hidden	100.00 Edit
Course total	100.00	Edit

To **release the grade** at the appropriate time, click **Edit**, and select **Show**.

nmit | TePūkenga

## Gradebook

View Setup Scales Letters Import Export

Gradebook Course grade settings Preferences: Grader report

Name	Max grade	Actions
Assessment Demo	-	Edit
Assessment 1	visible	100.00 Click Edit > Show to release the grade
Assessment 2	hidden	100.00 Edit
Course total	100.00	Show