

# Turning on/off Final Grade Visibility for Students in Brightspace

## General

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When setting up a course grade center in D2L's Brightspace using the Setup Wizard, there is the option to have the final grade visible to the students or be hidden. Follow the instructions in the following video:

Video: [Setting Up Running Final grades](#)

If the visibility needs to change after the grade center is set up, you can follow these instructions. This change can be done for all students or a select group of students or one student.

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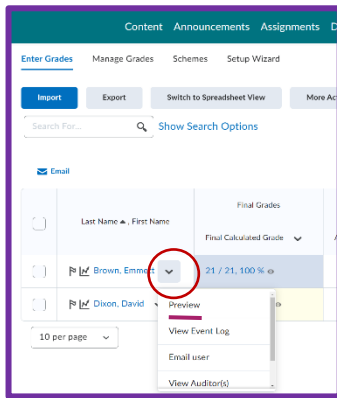
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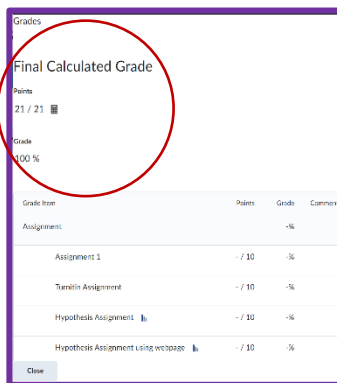
# Verify Final Grade Visibility

To verify if students see their final grade:

1. Go to the course in Brightspace.
2. Select Grades from the top navigation bar.
3. When on the Enter Grades page, select the dropdown arrow at a student name and then select Preview.



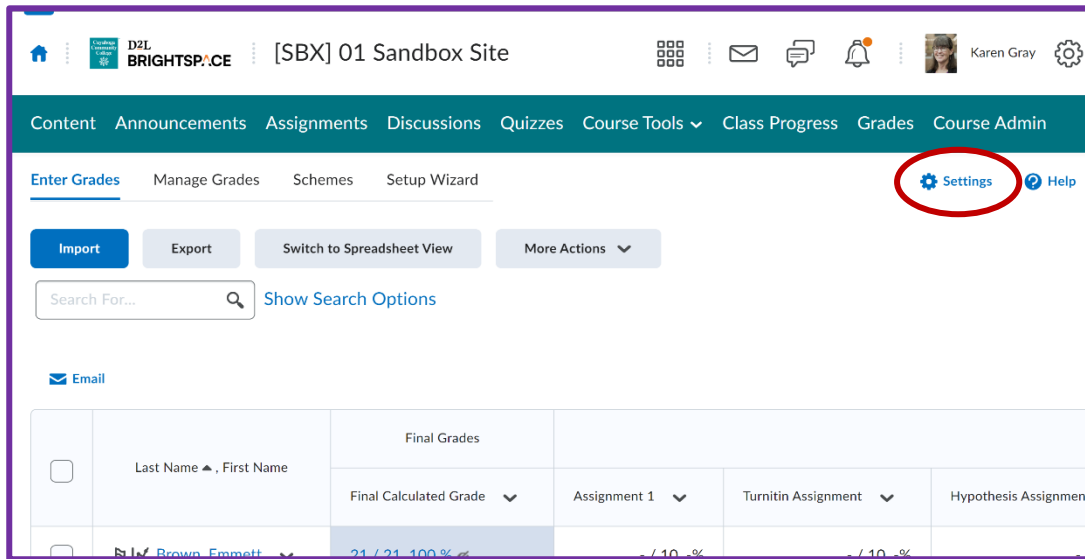
4. If the Final Calculated Grade does not appear at the top of the student's grade page, then complete the instructions below.



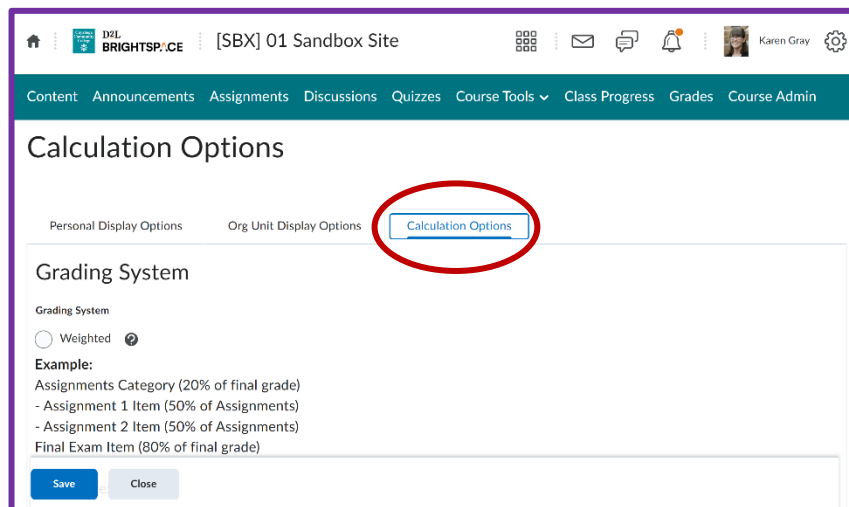
# Steps to make final grade visible to students

## Part 1

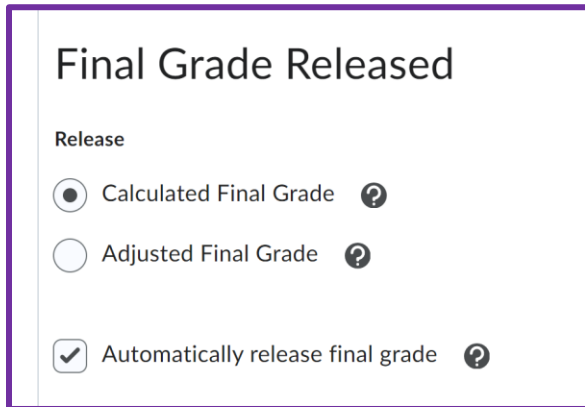
1. Go to the course in Brightspace.
2. Select Grades from the top navigation bar.
3. Select Settings at the right side of the page.



4. Select the third tab, Calculation Options.



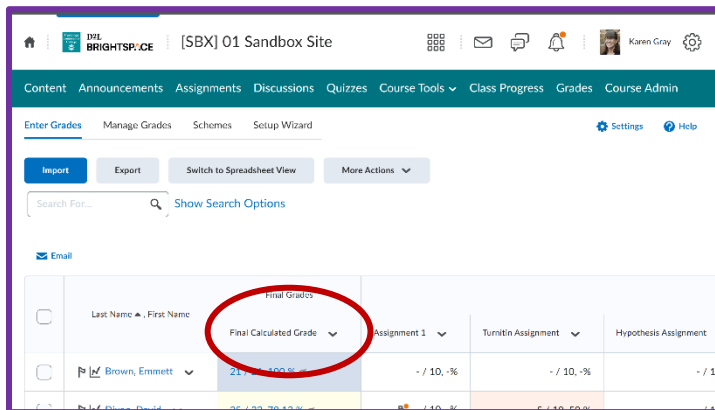
5. At the Final Grade Released section, be sure the following are checked:
  - Calculated Final Grade (or Adjusted Final Grade if the grade is to be manually revised).
  - Automatically release final grade.



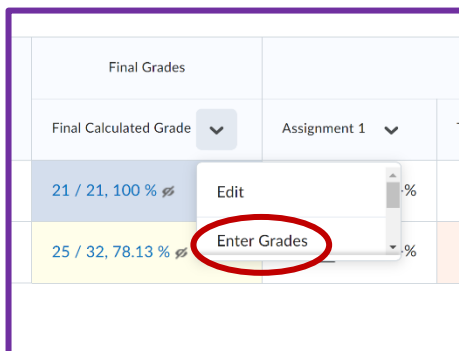
6. Then select Save at the bottom of the screen, and select Yes at the pop-up, then select Close.

## Part 2

7. In Grades be sure to be on the Enter Grades tab.
8. Select the dropdown arrow at Final Calculated Grade.

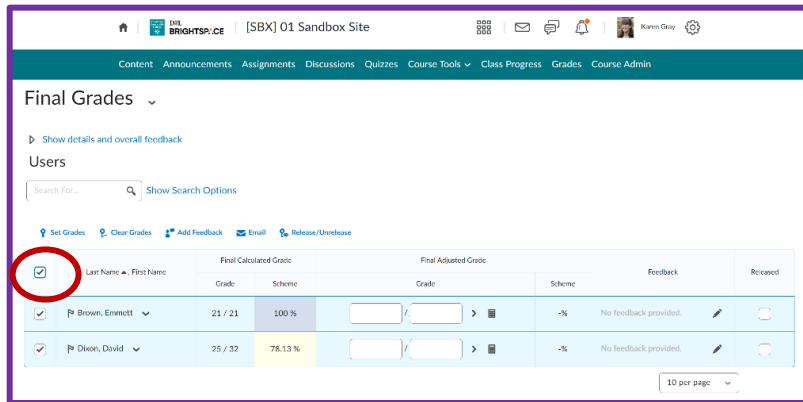


9. Select Enter Grades in the pop-up.

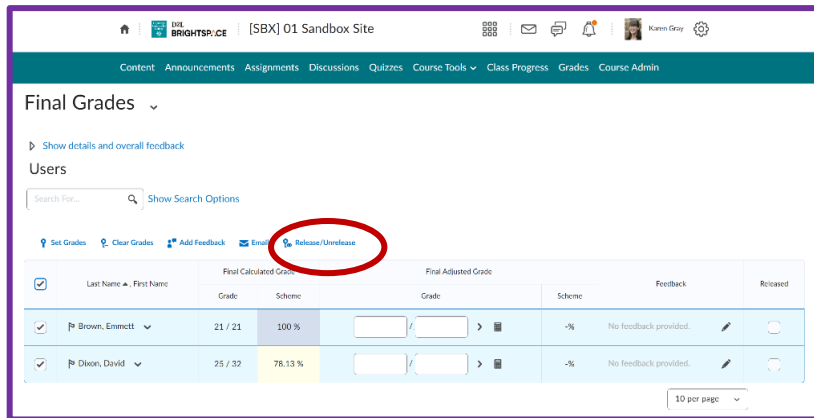


10. Check the All-Students box at the top of the names column so that all students shown are included (or select individual students if the visibility is not for all students).

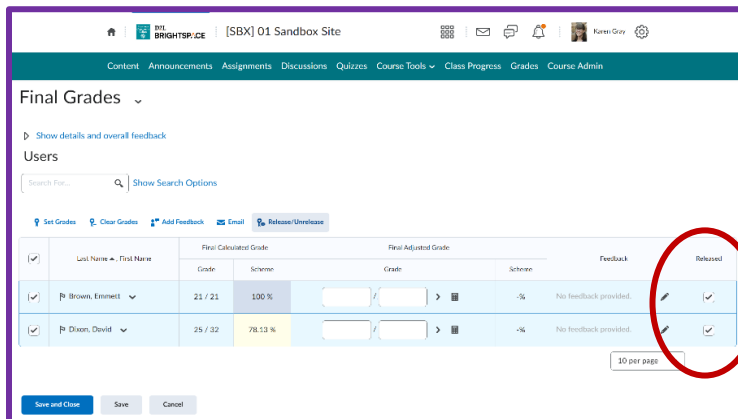
NOTE: Be sure all students are displayed on the page. If not, only the students displayed will be updated. To display all, scroll down to the bottom of the page and in the box on the right be sure the number of students per page is greater than the number of students in the course.



11. Select the Release/Unrelease option.



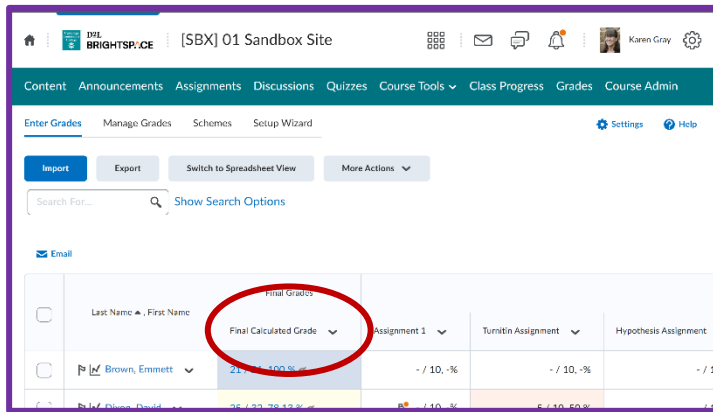
12. Verify all students have a check mark at the Released column at the far right of the page.



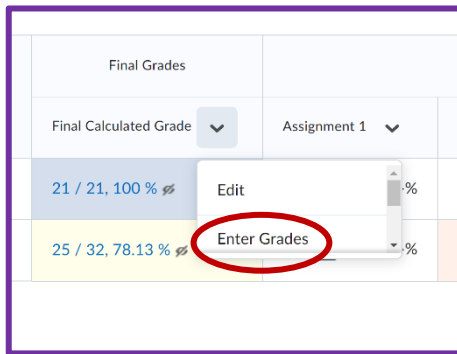
13. Select Save and Close, then select Yes.

# Steps to make final grade invisible to students

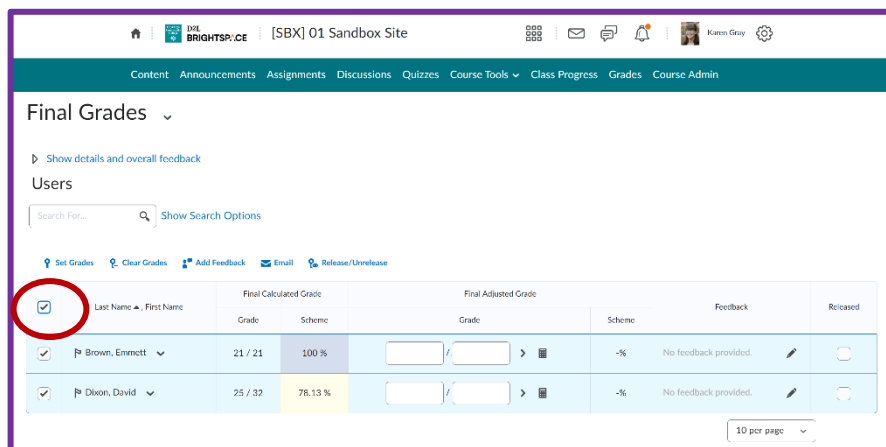
1. In Grades be sure to be on the Enter Grades tab.
2. Select the dropdown arrow at Final Calculated Grade.



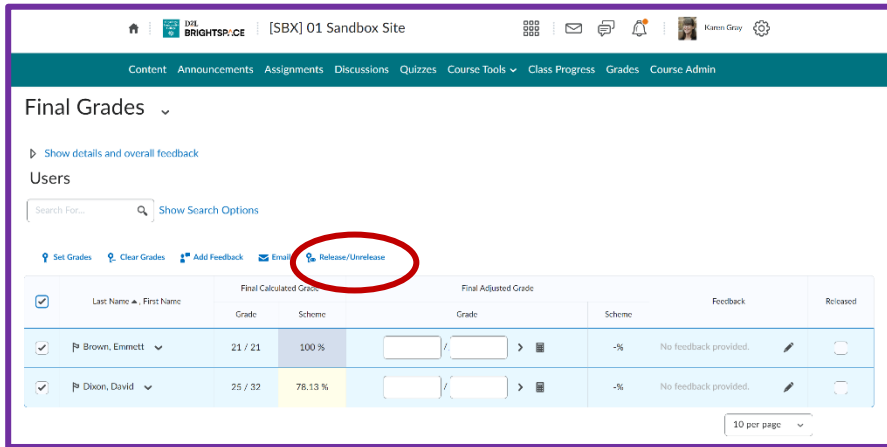
3. Select Enter Grades in the pop-up.



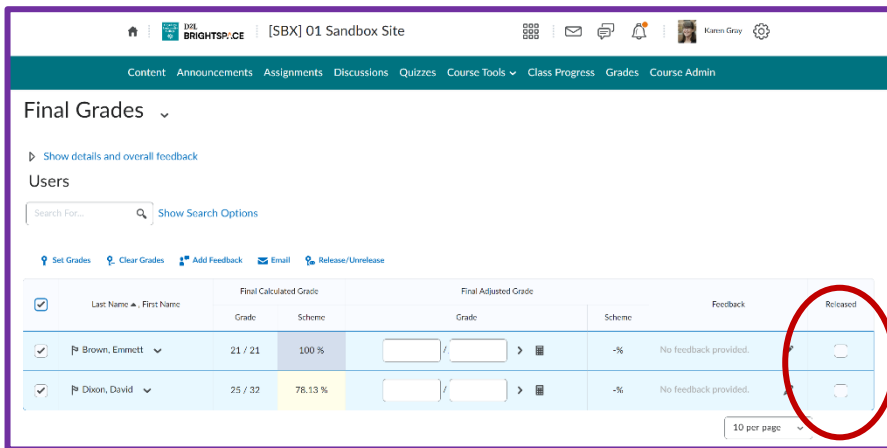
4. Check the All-Students box at the top of the names column so that all students are included (or select individual students if the visibility change is not for all students).



5. Select Release/Unrelease.

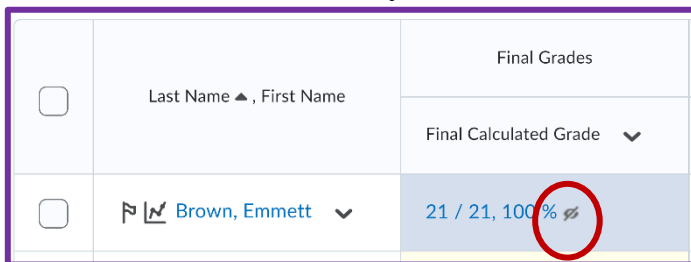


6. Verify students do not have a check mark at the Released column at the far right of the page.



7. Select Save and Close, then select Yes.

Once done there should be an eye with a slash icon at each student's Final Calculated Grade.



Instructors can go to a student grade view preview to ensure they do not see the final grade, by selecting the dropdown arrow at a student and select Preview.