Setup Your Gradebook 3.0

3 Control Visibility of Grade Items in Moodle

Moodle allows you to delay the release of students' grades manually, or at a scheduled time. This can be useful if you are grading assignments over a series of days and want all students to see their grades only after all grading has been completed.

Manually Hide Grades for an Entire Assignment or Activity

**Step 1:** In the *Settings* block, under *Course Administration*, click *Grades*. The *Grader report* will open.

**Step 2:** In the navigation tabs at the top-center of the screen, click *Setup*. The *Gradebook Setup* page will open.

**Step 3:** Click *Edit* next to the grade item you want to hide. The *Hide* Button. The icon will change (🔒) to indicate the item is now hidden.

**Step 4:** When ready to show the grades for this grade item to students, navigate back to this page and click *Show/Hide* so it's set to show (👁️).

Additional Considerations for Hiding Grades

Keep in mind that when you hide a Moodle Assignment grade in the grade book, it is hidden throughout your course page (even when the student looks at their assignment submission). Although the grade will be hidden, the assignment activity link will still be visible.

*Note:* When you hide a Turnitin assignment grade in the grade book, students can still see the grade in the *My Submissions* tab of the Turnitin assignment (as long as it is past the post date).
Another option is to set grades for a particular assignment to automatically become visible to students at a scheduled time.

**Step 1:** In the *Settings* block, under *Course Administration*, click *Grades*. The *Grader report* will open.

**Step 2:** In the navigation tabs at the top-center of the screen, click *Setup*. The *Gradebook Setup* page will open.

**Step 3:** Click *Edit* next to grade item you wish to set a release time. Then click *Edit Settings*, the grade item settings screen will open.

**Step 4:** Click the *Show More* option
Step 5: Next to Hidden until click the Enable checkbox. The date/time fields will become editable. Set the date and time that you want grades released.

Step 6: Click Save changes to finish.