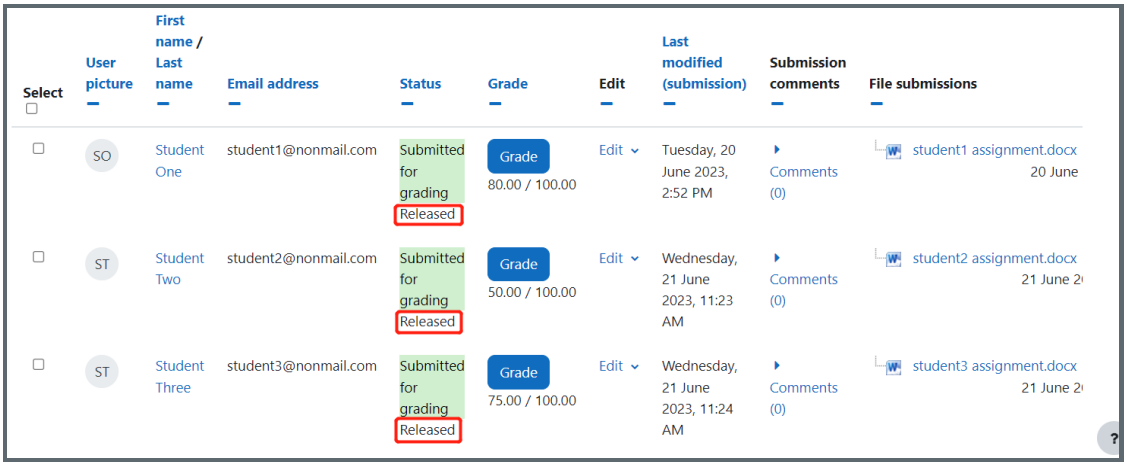
How to bulk release students' grade and feedback - Assignment

346 Yexiang Wu Fri, Jul 4, 2025 3. Advanced marking 21189 0



Select	User picture	First name / Last name	Email address	Status	Grade	Edit	Last modified (submission)	Submission comments	File submissions
☐	SO	Student One	student1@nonmail.com	Submitted for grading Released	Grade 80.00 / 100.00	Edit	Tuesday, 20 June 2023, 2:52 PM	Comments (0)	student1 assignment.docx 20 June
☐	ST	Student Two	student2@nonmail.com	Submitted for grading Released	Grade 50.00 / 100.00	Edit	Wednesday, 21 June 2023, 11:23 AM	Comments (0)	student2 assignment.docx 21 June 2
☐	ST	Student Three	student3@nonmail.com	Submitted for grading Released	Grade 75.00 / 100.00	Edit	Wednesday, 21 June 2023, 11:24 AM	Comments (0)	student3 assignment.docx 21 June 2

An example of releasing grades

Overview:

This guide will show you how to release all the students' grades and feedback in assignment activity.

What to know:

You will have to enable the " Marking workflow" first in the Settings area of Assignment. The bulk releasing feature is useful to control and manage the grades before moderation.

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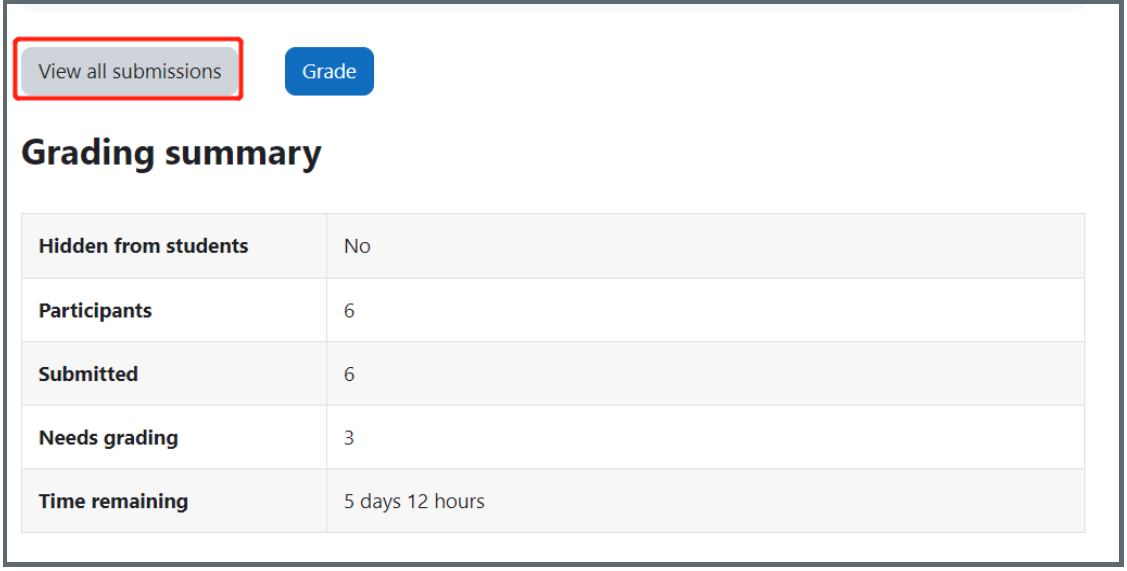
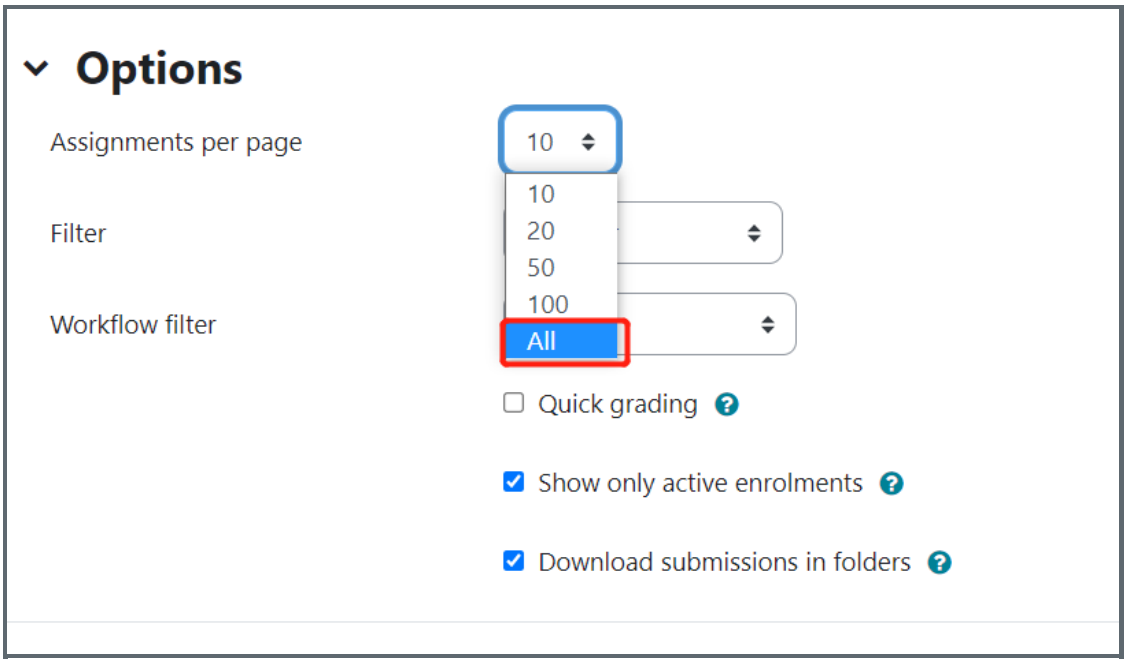
Step 1: Go to the assignment submission list



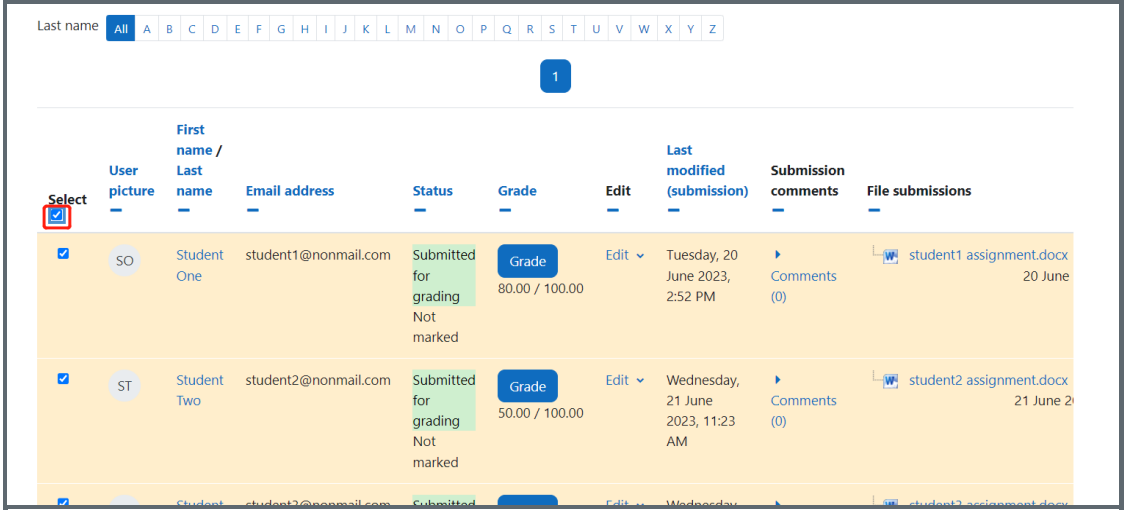
Step 2: Show All the Students In The Submission List

Scroll down to the bottom of the filter area, and select "All" for the "Assignment per page"



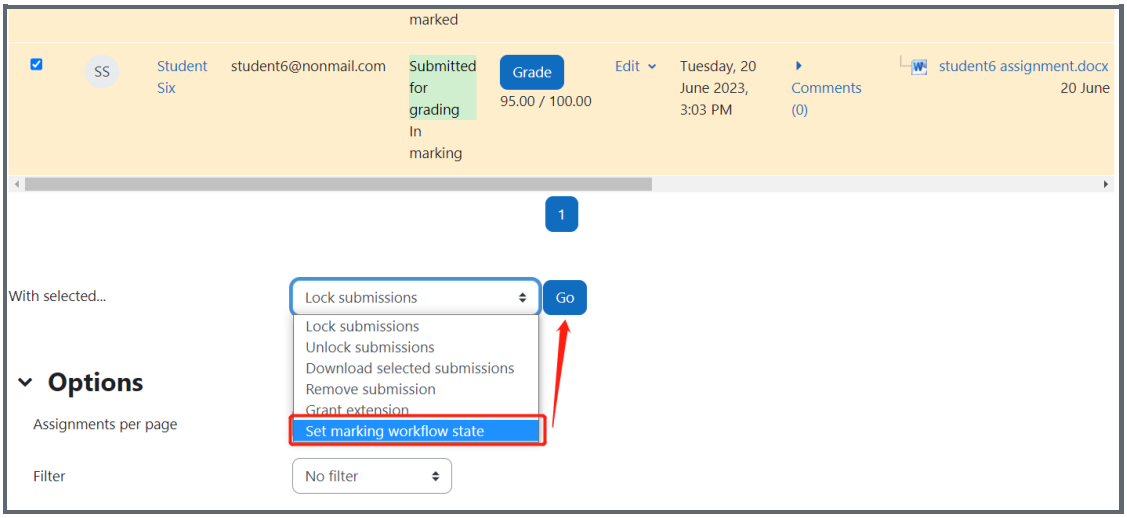
Step 3: Select all students

Scroll up to the top of the table, and tick the square to select all the students. (if you only want to release some of them, you will need to tick them one by one, or you can filter by groups)

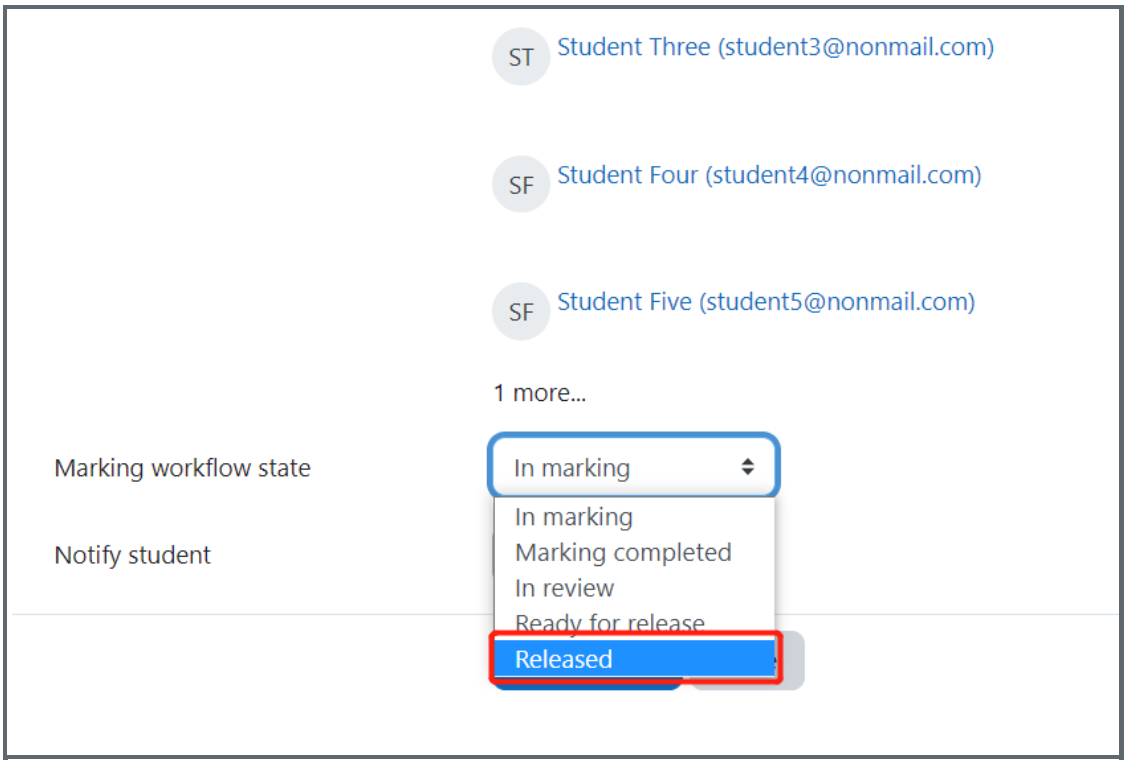


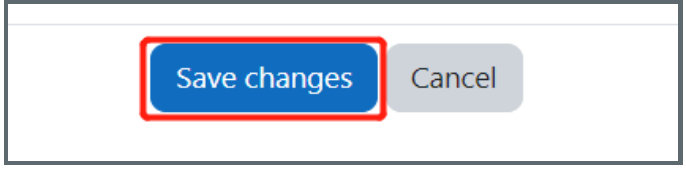
Step 4: Select the marking status to release

Scroll down to the bottom of the table again, and select "Choose marking workflow state"



On the new window, please change the marking state to "Released", then save changes.





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