Canvas Quiz – How to hide marks from Students

Most question types used in a Canvas Quiz are self-marking so when a student submits their responses, they immediately see their overall mark. This is fine for formative assessment, but when a quiz is being used for an online exam, students shouldn't see their marks until they have been entered into the relevant Turnitin assignment and released on a specific post-date. This guide shows you how to hide marks from students using the 'Grade Posting Policy' which you can opt to set for specific quizzes and assignments on your course or for all of them.

Hide marks for all Canvas Quizzes on your course

- 1. Login to Canvas and go to your course
- 2. In the course navigation menu (on the left) click Grades
- 3. Click the cog icon (top right)

Tracey Test > Grades								
Gradebook •	View •	Actions •		Assessment Information V]			
Student Names Assignment Names								

- 4. Click the Grade Posting Policy tab
- 5. Select the Manually Post Grades checkbox

Late Policies	Grade Posting Policy					
Individual Assignment Grade Posting						
Automatical	ly Post Grades					
Assignment gr	rades will be visible to students as soon as they are entered. Grades that have already been					
hidden will rer	nain hidden.					
Manually Po	st Grades					
Grades will be	hidden by default. Any grades that have already posted will remain visible. Choose when to					
post grades fo	r each assignment on each column in the gradebook.					

6. Click the **Update** button to save changes

Hide marks for individual Canvas Quizzes on your course

- 1. Follow steps 1 and 2 above.
- 2. Locate the quiz that you want to set the Posting Policy for

Note: If you can't see your quiz, click the down arrow next to **All Modules** and **select** the **module** that your quiz is in.

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3. Click the 3-dot icon next to your Quiz title and select Grade Posting Policy



4. Select Manually



5. Scroll down and click Save

Note: If you set the Grade Posting Policy to post grades 'manually' for all quizzes/assignments on your course, you can then change the policy for individual quizzes to post grades 'automatically' – e.g., if they are being used for formative assessment.

Manually post grades - How to post grades to students on release date

To release grades to students:

- 1. Click Grades (in the course navigation menu)
- 2. Locate the Quiz
- 3. Click the 3-dot icon
- 4. Select Post grades

Student will then receive an automated email notification to let them know that grades have been released.



