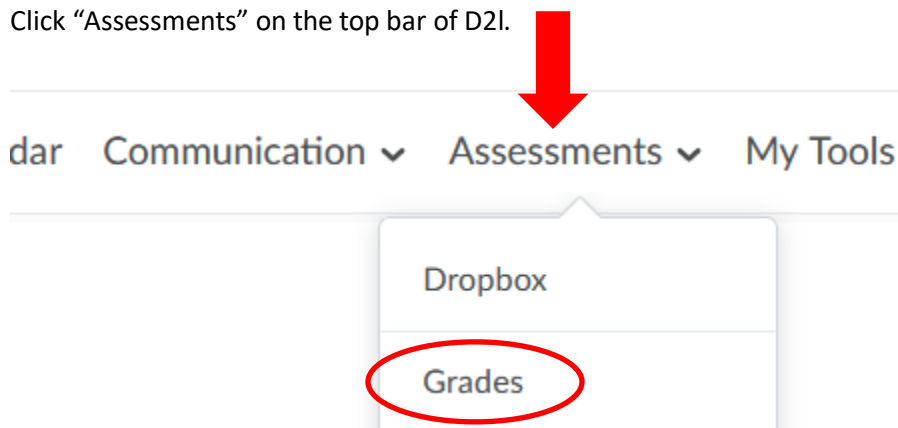


How to Release Final Grades in D2L

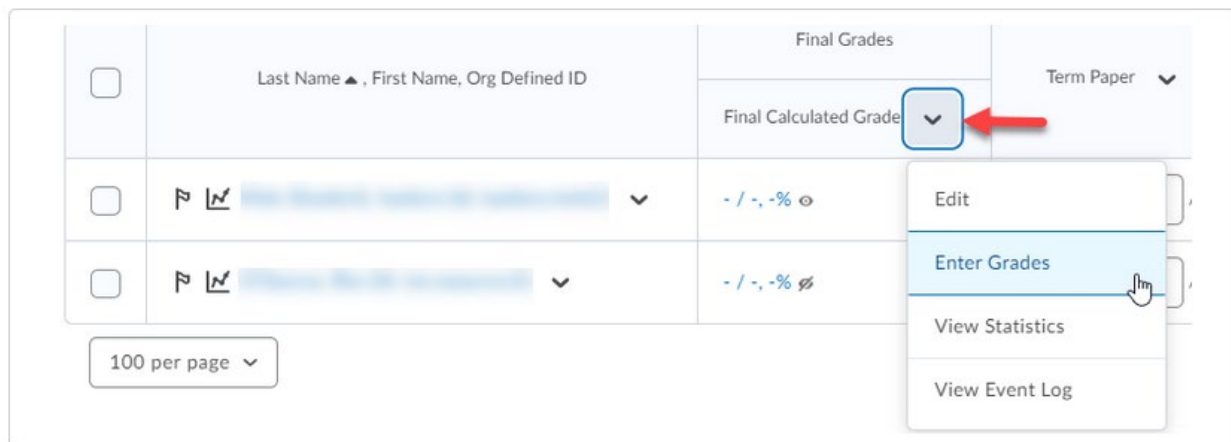
Please note this is not **required**- final grades are released officially via Peoplesoft. **Do not release the final grades in D2L until Peoplesoft grades have been approved by the Associate Dean.**

1. Click "Assessments" on the top bar of D2L.



2. Next click "Grades"

3. Click the down arrow beside Final Calculated Grade and click "Enter Grades"



4. Select “all rows” and then click “Release/Unrelease”. Lastly Click **Save**.

The screenshot displays a software interface with a table and a toolbar. The toolbar at the top includes buttons for 'Set Grades', 'Clear Grades', 'Add Feedback', 'Email', and 'Release/Unrelease'. The 'Release/Unrelease' button is circled in red and labeled with a red circle containing the number 2. The table has columns for 'Last Name ▲, First Name, Org Defined ID', 'Final Calculated Grade', 'Grade', and 'Scheme'. A red arrow points to a 'Select all rows' button in the first column, labeled with a red circle containing the number 1.

Last Name ▲, First Name, Org Defined ID	Final Calculated Grade	Grade	Scheme