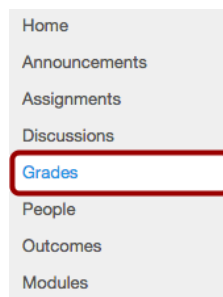


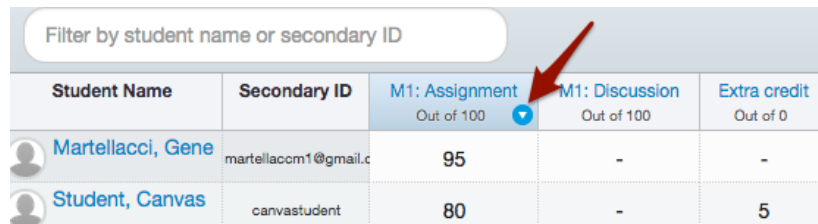
## Canvas: Mute an Assignment

By default, Canvas allows students to see assignment grades as soon as the instructor has graded the assignment. In some cases, instructors may wish to hold student grades until all assignments have been graded, and then release grades to all students at the same time. To hide student grades temporarily, an instructor can choose to mark an assignment as "muted". A muted assignment will not send out grade change notifications or any new instructor comments until the assignment is unmuted. A muted assignment displays a "mute" icon on the student grades page so students know the assignment is muted.



- 1) Click **Grades** from course navigation



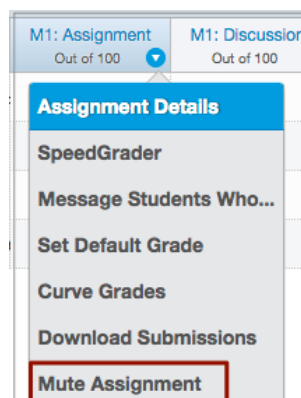
- 2) Hover over the name of the assignment you want to mute, and click the drop-down menu



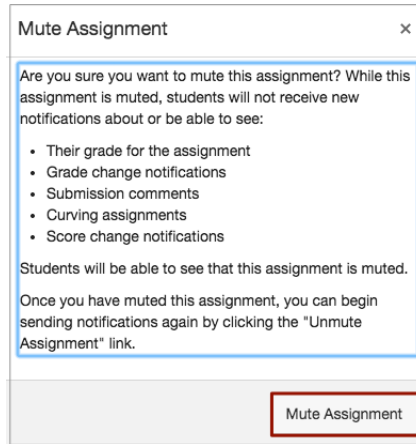
Filter by student name or secondary ID

| Student Name  | Secondary ID         | M1: Assignment<br>Out of 100 | M1: Discussion<br>Out of 100 | Extra credit<br>Out of 0 |
|---|----------------------|------------------------------|------------------------------|--------------------------|
|  Martellacci, Gene | martellaccm1@gmail.c | 95                           | -                            | -                        |
|  Student, Canvas   | canvastudent         | 80                           | -                            | 5                        |

- 3) Click **Mute Assignment**



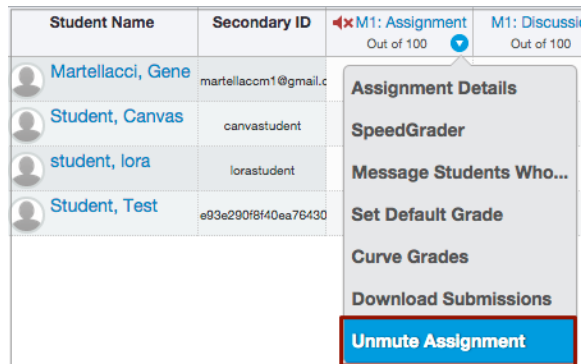
4) Click **Mute Assignment** to confirm



5) The muted assignment icon indicates a muted assignment

| Student Name      | Secondary ID         | M1: Assignment<br>Out of 100 | M1: Discussion<br>Out of 100 | Extra credit<br>Out of 0 |
|-------------------|----------------------|------------------------------|------------------------------|--------------------------|
| Martellacci, Gene | martellaccm1@gmail.c | 95                           | -                            | -                        |
| Student, Canvas   | canvastudent         | 80                           | -                            | 5                        |
| student, lora     | lorastudent          | 100                          |                              | -                        |

6) To unmute an assignment, click **Unmute Assignment** in the drop down menu



7) Click **Unmute Assignment** to confirm. Students will now be able to see their grades and comments and receive notifications.

