**Click Grades**

from the course navigation menu.

**1. Announcements**

- Syllabus
- Grades
- Modules

**2. Navigate to the assignment**

in which you want to release the grades.

Hover over the assignment column header and click the **Options** icon.

Click on "Post Grades".

**3. To release grades & feedback**

Select

- **Everyone**: post grades to all students, including students with ungraded submissions
- **Graded**: post grades to only students with graded submissions.*

*Best practice*

When **Post Grades**, opt to post "Graded" instead of "Everyone". It gives you a buffer to review grades or feedback.

If you elect to post "Everyone’s" grade, any new or edited grades will immediately be released to students.

You can release grades and feedback on your timeline when your course or assignment grading policy is set to Manually Post Grade.