

'Mute' your assignments!

TECHNOLOGY ENHANCED LEARNING IN EHC

Hi Everyone,

We have programmes that start much earlier in this Faculty than many others across LJMU and with this earlier start we already have assessments due in! With this chiefly in mind, whether you are using **Turnitin** or the built in **Canvas assessment tool**, can we just warn you that you need to 'Mute' your assignments in the 'Grades' area **before you start marking**. If you don't do this, students will receive their grades immediately! To mute any assignment in Canvas:

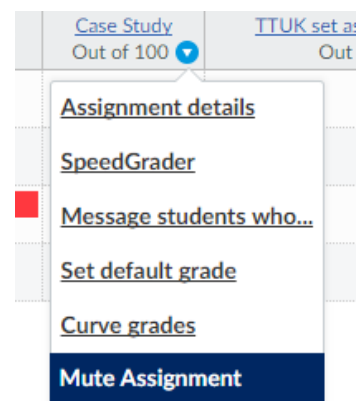
1. Simply go to the '**Grades**' area on your module.
2. Hover over the assignment name and click the **blue arrow** that will then appear next to it.
3. Finally click the '**Mute assignment**' option and then confirm this when the pop up warning message appears.

Even though input grades will still appear in the 'Grades' area of your Canvas module your students will not be able to see them. Indeed you will need to **unmute the assignment when you want your students to receive their grades**. This is the same process as above but you will click unmute rather than mute. Canvas automatically emails your students to tell them grades and comments are available when you do this.

More guidance and support on assignments will follow in the coming weeks.

As always, if you need any more ideas, tips or help on these items or TEL in general, feel free to call into either TB3.10 or IM B005 or, email or use the numbers below.

Kind regards,
Chris, Neal and Ruth



For Technology Enhanced Learning support contact us directly

in [IM Marsh](#) on Ext 5343 and in [Tithebarn street](#) on Ext 5879