

Directions

1. From the **Teach** tab,
2. Click on **Grade Book**.
3. Select **Grade Book Options**, then select column settings.
4. Find the column you wish to release. Click on the link in the row named 'Release Statistics'.

Diagram

The diagram illustrates the steps to access the 'Release Statistics' feature. It starts with the 'Teach' tab, followed by the 'Grade Book' option in the 'Instructor Tools' menu. A dropdown menu for 'Grade Book Options' is shown, with 'Column Settings' selected. Below this, a table displays various columns with their properties. A red arrow points to the 'Release Statistics' row, specifically to the 'None' link under the 'HW 1' column.

<input type="checkbox"/> Select All/None	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Label:	Last Name	First Name	User ID	Role	HW 1	Midterm
Type:	Alpha	Alpha	Alpha	Alpha	Num	Calc
Alignment:	L C R	L C R	L C R	L C R	L C R	L C R
Released to Student:	Yes	Yes	Yes	Yes	No	Yes
Grade Column:	No	No	No	No	No	Yes
Decimals:					0	2
Maximum value:					N/A	N/A
Source:						
Release Statistics:					None	None

Directions

5. In the pop up window, select which type of statistics you want released.

6. Click **Save**.

Diagram

