



## Exempting Students from Discussions – D2L Tutorial

This tutorial is for faculty who have previous experience using the Discussions tool in D2L. For further information or assistance, go to our [Team Dynamix Support portal](#) and click the appropriate Category to submit a ticket.

### Scenario

This tutorial will discuss how to exempt students from a Discussion Topic. This will mean the student's overall grade (assuming the Discussion Topic is connected to a grade item) will be redistributed across the course's grade, or across a Category if the Discussion's grade is part of a Category in the Grades tool. Note that Discussion Topics do NOT have to be set up for assessment in order to exempt students from them.

### Steps


1. Go to the **Discussions** tool in your course.
2. Click the down arrow next to a Discussion Topic's title and select **Manage Exemptions**.

The screenshot shows the D2L Discussions tool interface. At the top, there are navigation tabs: 'Discussions List' (selected), 'Subscriptions', 'Group and Section Restrictions', and 'Statistics'. Below these are buttons for 'New' and 'More Actions'. A filter section shows 'Filter by: Unread Unapproved' and a 'Collapse All Forums' button. The main content area is divided into sections: 'Video Discussions' and 'Introductions'. Under 'Video Discussions', there is a table with columns 'Topic', 'Threads', 'Posts', and 'Last Post'. The first row is 'Week 1 Video Discussion' with 1 thread and 1 post. A dropdown menu is open next to the topic title, showing options: 'View Topic', 'View Topic in Grid View', 'Edit Topic', 'Hide from Users', 'View Topic Statistics', 'Manage Exemptions' (highlighted with a red box and a red arrow), 'Subscribe', and 'Delete'. Below this, the 'Introductions' section is visible, also with a table and a dropdown menu.



3. Select the student(s) you wish to be exempted from the Discussion Topic and click **Exempt**. Click the X at the top right to return to the main Discussions area.

Exempt from Week 1 Video Discussion

**Exempt** Unexempt Search For... 



Exemptions: 1

<input type="checkbox"/>	Display Name	Org Defined Id	Exempt Status
<input checked="" type="checkbox"/>	Student, Training01	training.student01	Exempt
<input type="checkbox"/>	Student, Training02	training.student02	
<input type="checkbox"/>	Student, Training03	training.student03	
<input type="checkbox"/>	Student, Training04	training_four	


**Exempt** Unexempt


4. The student(s) will now see that they are **Exempted** from the Discussion Topic. They will also show as **Exempt** in the related Grade Item in the Grades tool (in Enter Grades). And if you delete their exemption from the Grades tool, that “unexemption” will also show up in the Discussions tool (in other words, the Grades tool and Assignments tool talk to each other with regards to exemptions!)



**Student View** of Discussion Topic when Exempted:

Discussions  Settings  Help

[Discussions List](#) Subscriptions

Filter by: Unread 

Video Discussions 

Topic	Threads	Posts	Last Post
<b>Week 1 Video Discussion</b> <i>(exempted)</i>			
 Exemptions Post your videos here, with some explanation of what they are about. Then view everyone's videos and comment on them.	1	1	



This content is licensed under a [Creative Commons Attribution 4.0 International Licence](https://creativecommons.org/licenses/by/4.0/). Icons by the [Noun Project](https://nounproject.com/).

Instructors view of the **Enter Grades** area. In this case, the Midterm component of the student's grade will be distributed evenly through the entire gradebook (you can NOT automatically apply this grade to a specific individual grade item unless the exempted grade item and the second grade item are in the same **Category** in the gradebook.)

**Enter Grades** Manage Grades Schemes Settings Help

Import Export Switch to Spreadsheet View More Actions

**Note**

- Some grade items/categories are not displayed, click More Actions - Hide/Show Columns to change which items are visible.
- 'Final Calculated Grade' sums to 130%, not 100%. Verify the total weight of all top level categories and items is 100%.

View By: User Apply

Search For... Show Search Options

Email

	Last Name ▲, First Name	Video Quizzes	
		Video Quiz 1	Video Quiz 2
<input type="checkbox"/>	Student, Training01	-%	Exempt
<input type="checkbox"/>	Student, Training02	-%	-%
<input type="checkbox"/>	Student, Training03	-%	-%
<input type="checkbox"/>	Student, Training04	-%	-%

20 per page

## Things to Remember

You can also exempt a student from any grade item through the Grades tool. See the tutorial *Exempting Students from Grade Items* for more information.



This content is licensed under a [Creative Commons Attribution 4.0 International License](https://creativecommons.org/licenses/by/4.0/). Icons by the [Noun Project](https://nounproject.com/).