



Grading Assignment Submissions using Anonymous Marking – D2L Tutorial

This tutorial is for faculty who have previous experience using the Assignments 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 cover the steps involved when you wish to grade student submissions for an Assignment using **Anonymous Marking**.

Steps for enabling Anonymous marking

1. Go to the **Assignments** tool in your course.
2. Either create a new Assignment, or click on the drop-down menu (down arrow) next to the title of the Assignment you want to set for **Anonymous Marking** and select **Edit Folder**.

The screenshot shows the 'Assignments' tool interface. At the top, there are buttons for 'New Assignment', 'Edit Categories', and 'More Actions'. Below these is a 'Bulk Edit' link. The main area is a table with columns: 'New Submissions', 'Completed', 'Evaluated', 'Feedback Published', and 'Due Date'. The table contains several rows of assignments. The 'Group Assignment' row at the bottom has a red box around its drop-down arrow. A context menu is open over this row, with 'Edit Folder' highlighted in blue. A red arrow points from the drop-down arrow in the table to the 'Edit Folder' option in the menu.

		New Submissions	Completed	Evaluated	Feedback Published	Due Date
<input type="checkbox"/>	No Category					
<input type="checkbox"/>	Another New Anon	2	2/4	0/4	0/4	
<input type="checkbox"/>	Anon Graded Assig	2	4/4	2/4	0/4	
<input type="checkbox"/>	Anon from the begi	1	1/4	0/4	0/4	
<input type="checkbox"/>	Test Assignment Int		0/4	0/4	0/4	
<input type="checkbox"/>	Group Assignment		0/4	0/4	0/4	



3. Give your Assignment a **Name** if needed, then click **Evaluation & Feedback** on the right.

Back to Manage Assignments Group Assignment

Name *
Group Assignment

Grade Out Of Ungraded Due Date M/D/YYYY

Instructions
Paragraph B I U A List + ...
Lato (Recom... 17.1px Record Audio Record Video

Availability Dates & Conditions
Always available

Submission & Completion
File submission

Evaluation & Feedback
No rubric added

Save and Close Save Cancel Visibility

4. Under Anonymous Marking, select **Hide student names during assessment**. Finish editing the Assignment and click **Save and Close**.

Back to Manage Assignments Group Assignment

Name *
Group Assignment

Grade Out Of Ungraded Due Date M/D/YYYY

Instructions
Paragraph B I U A List + ...
Lato (Recom... 17.1px Record Audio Record Video

Submission & Completion
File submission

Evaluation & Feedback

Rubrics
Add rubric

Learning Objectives
No learning objectives
Manage Learning Objectives

Annotation Tools
Make annotation tools available for assessment

Anonymous Marking
 Hide student names during assessment

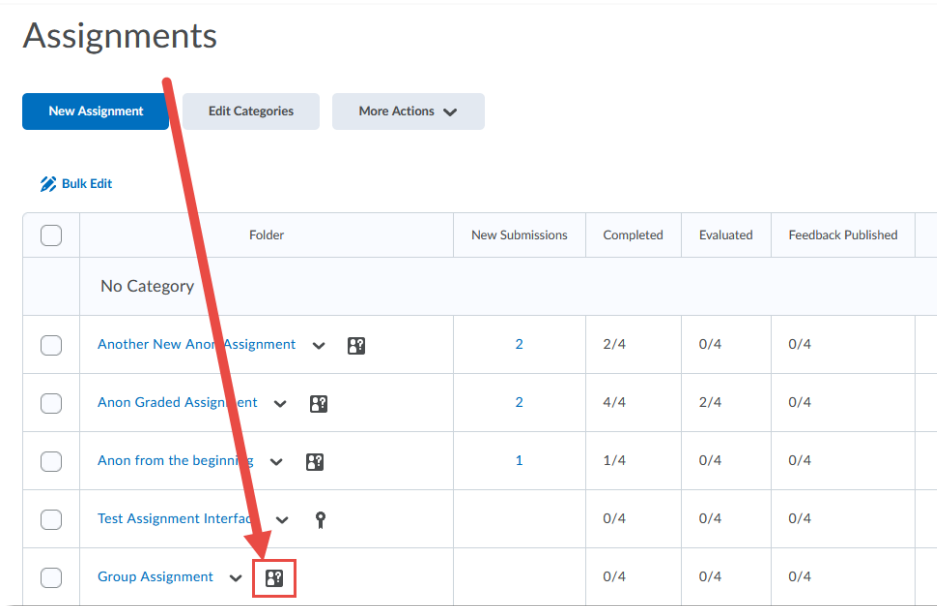
Save and Close Save Cancel Visibility





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5. You will now see a symbol next to your Assignment title indicating that it has **Anonymous Marking** enabled.



Assignments

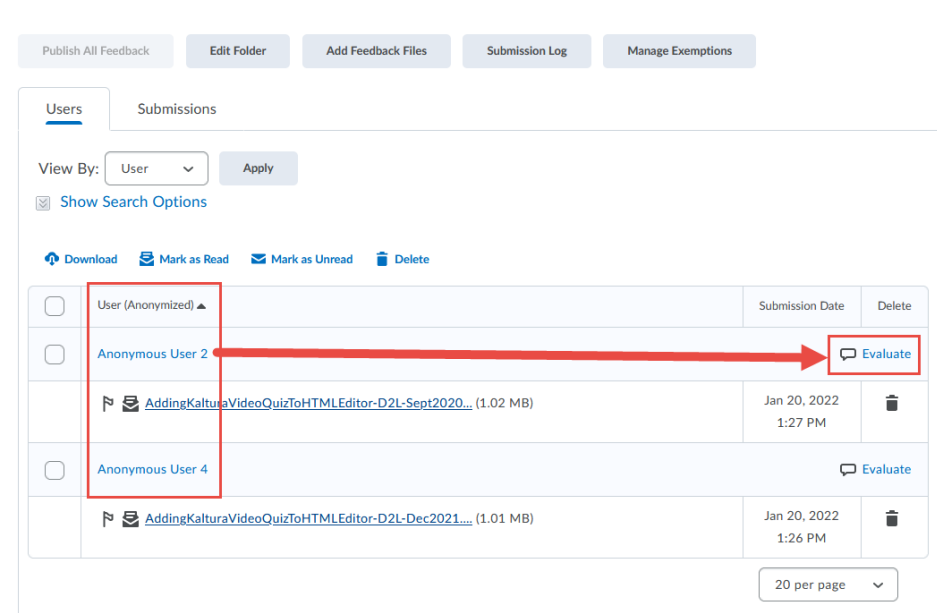
New Assignment Edit Categories More Actions

Bulk Edit

<input type="checkbox"/>	Folder	New Submissions	Completed	Evaluated	Feedback Published
No Category					
<input type="checkbox"/>	Another New Anon Assignment 	2	2/4	0/4	0/4
<input type="checkbox"/>	Anon Graded Assignment 	2	4/4	2/4	0/4
<input type="checkbox"/>	Anon from the beginning 	1	1/4	0/4	0/4
<input type="checkbox"/>	Test Assignment Interface 		0/4	0/4	0/4
<input type="checkbox"/>	Group Assignment 		0/4	0/4	0/4

Steps for grading using Anonymous marking

1. Go to the **Submission** area for the assignment and click the **Evaluate** link for an assignment. Note that student names are anonymized.







Publish All Feedback Edit Folder Add Feedback Files Submission Log Manage Exemptions

Users Submissions

View By: User Apply

Show Search Options

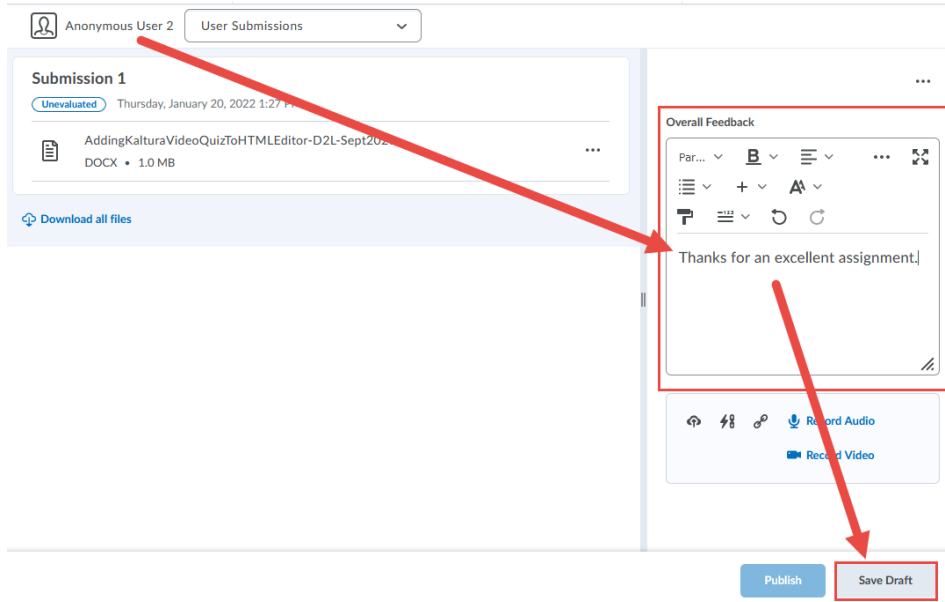
Download Mark as Read Mark as Unread Delete

<input type="checkbox"/>	User (Anonymized)	Submission Date	Delete
<input type="checkbox"/>	Anonymous User 2		Evaluate
<input type="checkbox"/>	 AddingKalturaVideoQuizToHTMLEditor-D2L-Sept2020... (1.02 MB)	Jan 20, 2022 1:27 PM	
<input type="checkbox"/>	Anonymous User 4		Evaluate
<input type="checkbox"/>	 AddingKalturaVideoQuizToHTMLEditor-D2L-Dec2021... (1.01 MB)	Jan 20, 2022 1:26 PM	

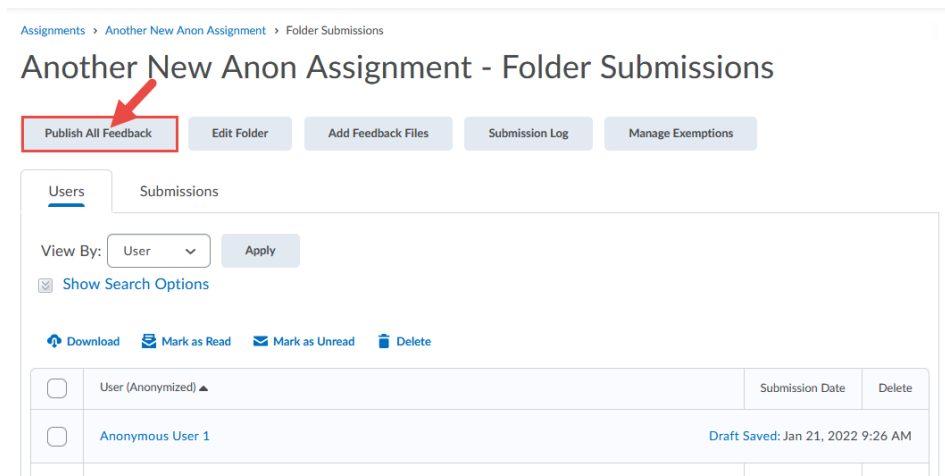
20 per page



- You will not see student names in the Submission areas, nor in the names of the submitted files if you choose to download them for offline marking. Add your feedback, and/or upload your feedback files, and click **Save Draft**. You will NOT be able to Publish individual student grades – you will need to Publish All at the same time.



- Once you have finished saving all Draft feedback, return to the main submission area, select all students and click **Publish All Feedback**. In the **Confirmation** pop-up box, click **Yes**. You may need to refresh your browser window to see that the submissions have been published.



Things to Remember

You can enable and disable **Anonymous Marking** as you need to, but once it is enabled and you have a submission, you will NOT be able to disable it.



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