

Markbook – Release Mark for Individual Student

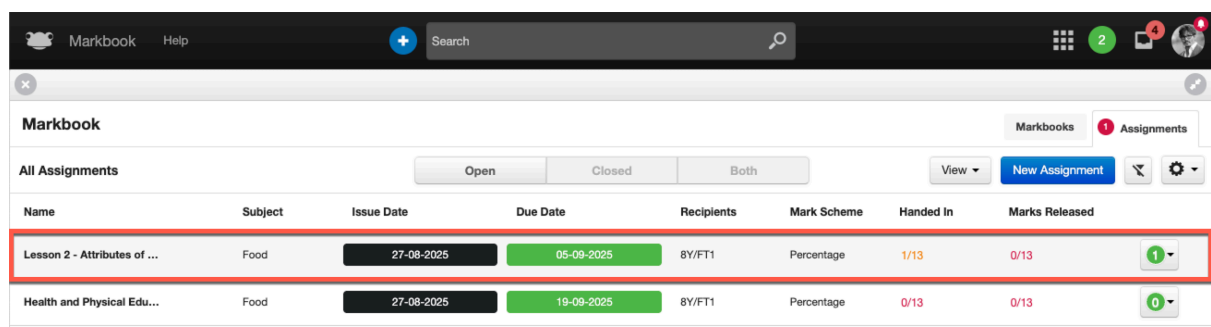
Overview

We've enhanced the Markbook application to allow teachers to release marks for individual students within an assignment. Previously, teachers had to mark all students before releasing the marks overall.

This improvement enables teachers to provide immediate feedback to students who complete their assignments early, supporting their personal learning journey.

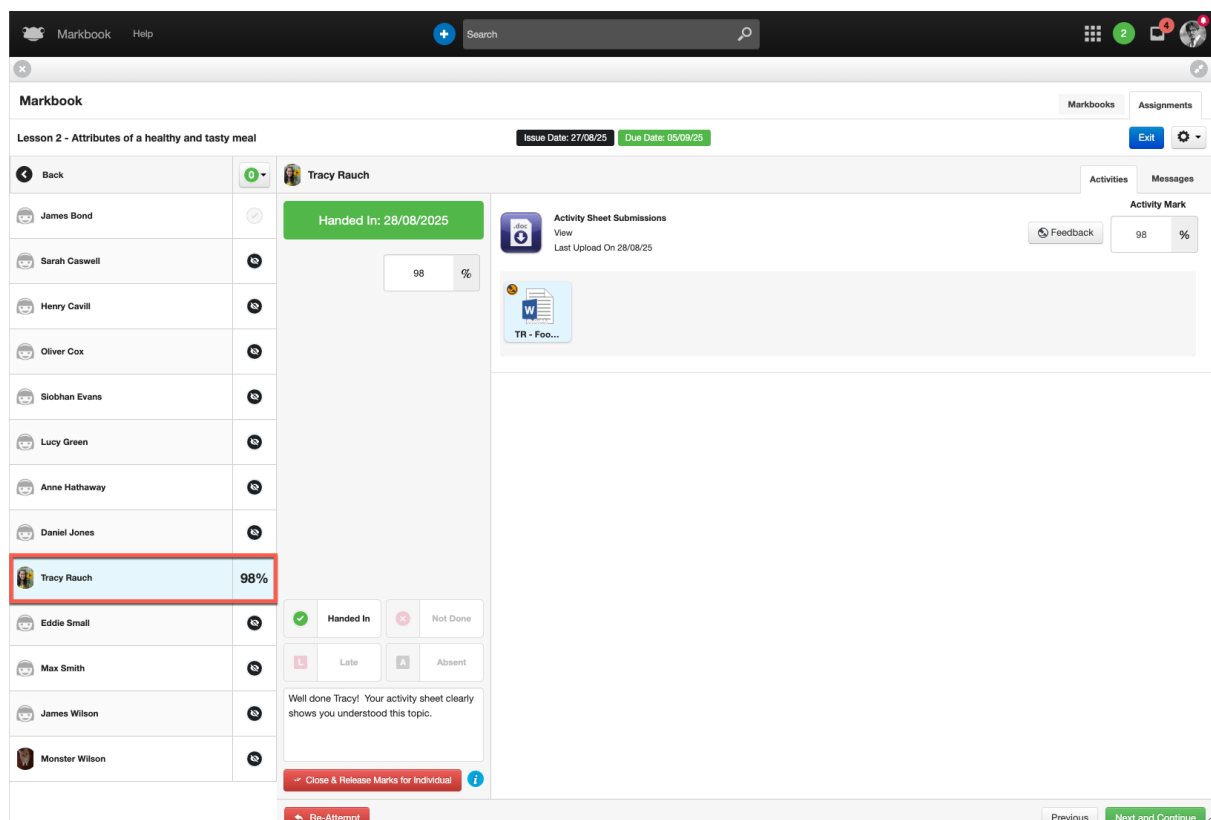
How-to

To release a mark for an individual student, go to **Markbook > Assignments** and select the assignment you wish to review. In this example, we'll select the assignment **Lesson 2 - Attributes of a healthy and tasty meal**.



Name	Subject	Issue Date	Due Date	Recipients	Mark Scheme	Handed In	Marks Released
Lesson 2 - Attributes of ...	Food	27-08-2025	05-09-2025	8Y/FT1	Percentage	1/13	0/13
Health and Physical Edu...	Food	27-08-2025	19-09-2025	8Y/FT1	Percentage	0/13	0/13

Select the student for whom you want to release the mark. In the assignment **Lesson 2 - Attributes of a healthy and tasty meal**, the activity and overall mark for the student **Tracy Rauch** have already been completed. Now, we're simply looking to release this mark and comments to the individual student, **Tracy Rauch**, while keeping the assignment open for the other students.



Lesson 2 - Attributes of a healthy and tasty meal

Issue Date: 27/08/25 Due Date: 05/09/25

Back

James Bond

Sarah Caswell

Henry Cavill

Oliver Cox

Siobhan Evans

Lucy Green

Anne Hathaway

Daniel Jones

Tracy Rauch 98%

Eddie Small

Max Smith

James Wilson

Monster Wilson

Handed In: 28/08/2025

98 %

Activity Sheet Submissions

View

Last Upload On 28/08/25

Feedback 98 %

Well done Tracy! Your activity sheet clearly shows you understood this topic.

Close & Release Marks for Individual

Re-Attempt

Previous Next and Continue

To release the marks for an individual student, select the **Close & Release Marks for Individual** button within the assignment.

[illegible]

The assignment for the student **Tracy Rauch** will update, and you will notice the following changes:

1. In the assignment status overview column, a blue tick will appear in the top right-hand corner. This new icon indicates that the marks have been released for the individual student.
2. In the marking panel, the teacher will see a new green button labelled **Reopen for Individual**. This button allows the teacher to reopen the assignment for the selected student to adjust their marks.

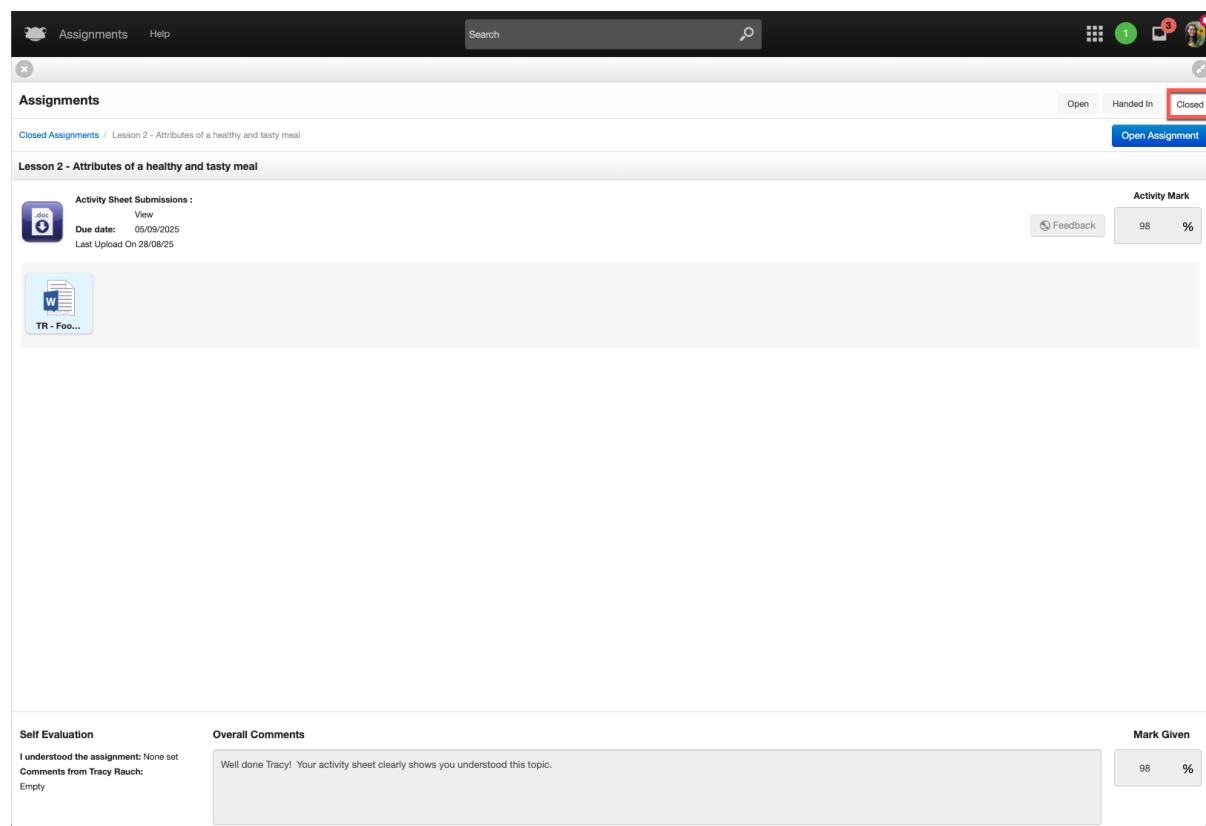
The screenshot shows the Markbook interface for a lesson titled "Lesson 2 - Attributes of a healthy and tasty meal". The interface includes a list of students on the left, a central panel for the selected student (Tracy Rauch), and a right-hand panel for activity submissions. Tracy Rauch's status is highlighted with a blue tick in the top right corner of the student list, and a red box highlights the "98%" mark. A red box also highlights the "Reopen for Individual" button in the bottom right corner of the student list. The right-hand panel shows the "Activity Sheet Submissions" section with a "View" button and a "Feedback" button. The "Activity Mark" section shows a score of 98%.

If we now switch to the student view, the changes will look the same as when marks are released for an entire class. When a student's marks are individually released, they will first be notified via a notification on their timeline that their assignment has been marked.

The screenshot shows a notification titled "Mr J Sparrow released assignment marks". The notification includes a green checkmark icon, the lesson title "Lesson 2 - Attributes of a healthy and tasty meal", and a "Post" button. Below the notification, there is a section for "0 likes" and "0 comments", with a text input field for adding a comment.

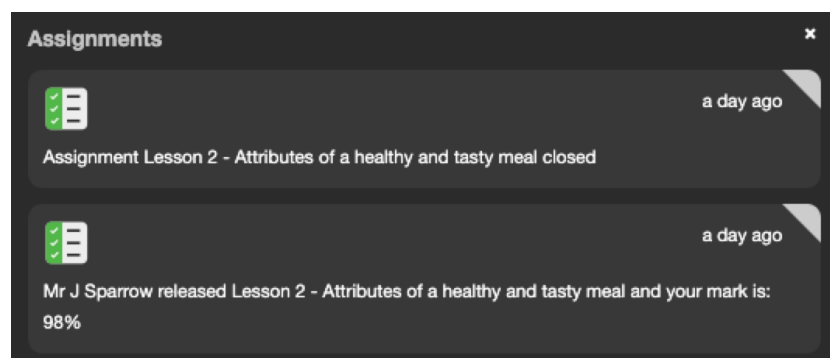
When the student selects the assignment timeline event, the **Assignments** application will launch, displaying their activity mark, any comments left by the teacher, and their overall mark.

NOTE – The assignment will appear to the student within the **Assignments** application under the **Closed** tab.



If the student has the **Notifications** widget on their dashboard or navigates to the **Profile Menu > Notifications**, they will see two notifications for the individual assignment:

- One notification informing the student that the teacher has released their mark and what that mark was.
- Another notification advising that the assignment has been closed.



We'll now switch back to the teacher view of the assignment **Lesson 2 - Attributes of a healthy and tasty meal** within the **Markbook** application.

In the status overview column, we can see that students are in various states:

1. **James Bond, Tracy Rauch** and **Monster Wilson** have had their marks released individually, indicated by the blue tick in the top right-hand corner.
2. **Oliver Cox** and **Ann Hathaway** have viewed their assignment but not completed it, indicated by a greyed-out tick.

3. **Henry Cavill** and **James Wilson** has had their assignment marked by the teacher and percentage displayed, but their mark has not yet been released.
4. All other remaining students have not yet viewed their assignment, indicated by an icon of an eye with a line through it.

The screenshot shows the Markbook interface for 'Lesson 2 - Attributes of a healthy and tasty meal'. The interface includes a search bar, a list of students, and a table of their assignment status. A red box highlights the list of students, including Henry Cavill and James Wilson, who have their marks displayed but not yet released. The interface also shows a 'Handed In' status for Monster Wilson and a 'Reopen for Individual' button.

Student	Mark	Status
James Bond	76%	Not Viewed
Sarah Caswell		Not Viewed
Henry Cavill	82%	Marked, Not Released
Oliver Cox		Not Viewed
Siobhan Evans		Not Viewed
Lucy Green		Not Viewed
Anne Hathaway		Not Viewed
Daniel Jones		Not Viewed
Tracy Rauch	98%	Marked, Not Released
Eddie Small		Not Viewed
Max Smith		Not Viewed
James Wilson	91%	Marked, Not Released
Monster Wilson	88%	Marked, Not Released

Once all assignments have been marked, the process is the same as before; navigate to the popover and select the **Close and Release Marks** button.

The screenshot shows the Markbook interface with a popover menu open. The 'Close and Release Marks' button is highlighted in red. The interface also shows the 'Mark All as Handed In' button and the 'Reopen for Individual' button.

Student	Mark	Status
James Bond		Not Viewed
Sarah Caswell		Not Viewed
Henry Cavill		Marked, Not Released
Oliver Cox		Not Viewed
Siobhan Evans		Not Viewed
Lucy Green		Not Viewed
Anne Hathaway		Not Viewed
Daniel Jones		Not Viewed
Tracy Rauch	98%	Marked, Not Released
Eddie Small		Not Viewed
Max Smith		Not Viewed
James Wilson	91%	Marked, Not Released
Monster Wilson	88%	Marked, Not Released

The **Close Assignment** popup window is displayed. With the ability to release marks for individual students, there is a new option within this window that allows the teacher to **Only close assignment for individuals with marked submissions**. This option enables the teacher to quickly bulk close the assignment for students who have been marked.

Close Assignment

×

Warning: You have not marked all assignment submissions!

All recipients will be notified that this assignment is closed.

You can also choose to:

Only close assignment for individuals with marked submissions ☐

Notify recipients of their marks ☒

Add a message for all recipients

Add a message (optional)

Cancel

Close

In this example, the assignment will be closed overall, even though some students haven't been marked. The default option **Notify recipients of their marks** will remain selected, and then select the **Close** button.

This action will close the assignment, and any students who haven't had their marks released will be notified of their marks.

Close Assignment

×

Warning: You have not marked all assignment submissions!

All recipients will be notified that this assignment is closed.

You can also choose to:

Only close assignment for individuals with marked submissions ☐

Notify recipients of their marks ☒

Add a message for all recipients

Add a message (optional)

Cancel

Close

The teacher will be taken back to the assignment, and the following changes will be seen within the status overview column:

- Students (**James Bond**, **Tracy Rauch** and **Monster Wilson**) who had their marks individually released will display their mark but no longer have a blue tick displayed.
- Students (**Henry Cavill** and **James Wilson**) who had had a mark entered but not released individually will have their mark displayed.
- Students who have not completed their assignment will have a status of **Not Done** displaying a red cross.

Markbook

Lesson 2 - Attributes of a healthy and tasty meal

Issue Date: 27/08/25 Due Date: 05/09/25

Student	Mark
James Bond	76%
Sarah Caswell	✗
Henry Cavill	82%
Oliver Cox	✗
Siobhan Evans	✗
Lucy Green	✗
Anne Hathaway	✗
Daniel Jones	✗
Tracy Rauch	98%
Eddie Small	✗
Max Smith	✗
Monster Wilson	88%
James Wilson	91%

Monster Wilson

Handed In: 29/08/2025

Activity Sheet Submissions

View

Last Upload On 29/08/25

Activity Mark

88 %

Feedback

Reopen for Individual

Re-Attempt

Previous Next and Continue

If a teacher wishes to reopen an assignment for an individual student after it has been closed, they can do so by navigating to the closed assignment and selecting the student. A new button, **Reopen for Individual**, will be available.

Markbook

Help

Search

1

2

3

Markbook

Assignments

Lesson 2 - Attributes of a healthy and tasty meal

Issue Date: 27/06/25

Due Date: 05/09/25

Exit

Back

Oliver Cox

Activities

Messages

James Bond

76%

Not Done

Activity Sheet Submissions

No Uploads

Feedback

Activity Mark

%

Sarah Caswell

Henry Cavill

82%

Oliver Cox

Siobhan Evans

Lucy Green

Anne Hathaway

Daniel Jones

Tracy Rauch

98%

Eddie Small

Handed In

Not Done

Max Smith

Late

Absent

Monster Wilson

88%

James Wilson

91%

Reopen for Individual

Re-Attempt

Previous

Next and Continue

When the teacher reopens an assignment for an individual student, a few differences will be seen. The first of these is within the status overview column, with the following changes:

- A blue tick will appear in the top right-hand corner for all students whose assignments remain closed with marks released.
- Students with an overall mark set will have their mark displayed.
- Students who did not complete their assignment (either not viewing it or viewing it but not handing it in) will have a status of **Not Done**, indicated by a red cross.

The screenshot shows the Markbook interface for 'Lesson 2 - Attributes of a healthy and tasty meal'. The interface includes a top navigation bar with 'Markbook' and 'Help' links, a search bar, and a user profile. Below the navigation bar, there are tabs for 'Markbooks' and 'Assignments'. The main content area shows a list of students on the left, a central area for the selected student (Oliver Cox) with a 'Not Done' status, and a right-hand panel for activity submissions and feedback. The student list shows marks for most students, but Oliver Cox is highlighted with a blue tick in the top right corner.

When the assignment is reopened for an individual student, the teacher will notice the following changes in the assignment list view:

- The assignment will now appear within the **Open** tab.
- The **Marks Released** column will show all marks released, excluding any students for whom the assignment was reopened individually.

In this example, the assignment **Lesson 2 - Attributes of a healthy and tasty meal** will display the **Marks Released** column as **12/13**, since the assignment was only reopened for an individual student, **Oliver Cox**.

The screenshot shows the Markbook interface for 'Lesson 2 - Attributes of a healthy and tasty meal'. The interface includes a top navigation bar with 'Markbook' and 'Help' links, a search bar, and a user profile. Below the navigation bar, there are tabs for 'Markbooks' and 'Assignments'. The main content area shows a list of assignments on the left, a central area for the selected assignment (Lesson 2 - Attributes of a healthy and tasty meal) with a '12/13' status, and a right-hand panel for activity submissions and feedback. The assignment list shows marks for most assignments, but Lesson 2 is highlighted with a blue tick in the top right corner.

If we go back into the reopened assignment, **Lesson 2 - Attributes of a healthy and tasty meal**, we can see that **Oliver Cox**, for whom the assignment was reopened individually, displays his status as it was prior to the assignment being closed. In this case, **Oliver Cox** did not complete his assignment, and the status shows a greyed-out tick.

Markbook

Lesson 2 - Attributes of a healthy and tasty meal

Issue Date: 27/08/25 Due Date: 05/09/25

Oliver Cox

Not Handed In

Activity Sheet Submissions

No Uploads

Feedback

Activity Mark

%

James Bond 76%

Sarah Caswell

Henry Cavill 82%

Oliver Cox

Siobhan Evans

Lucy Green

Anne Hathaway

Daniel Jones

Tracy Rauch 98%

Eddie Small

Max Smith

Monster Wilson 88%

James Wilson 91%

Handed In Not Done

Late Absent

Add a comment

Close & Release Marks for Individual

Re-Attempt

Previous Next and Continue

From a student perspective, the assignment will reappear in the **Assignment** application under the **Open** tab, ready for them to complete.

Assignments

Open Handed In Closed

Open Assignments

Assignment Name	Issue Date	Due Date	Subject	Teacher	Progress	Mark Given	Handed In
Health and Physical Education - Lesson 3 - Us...	27/08/2025	19/09/2025	Food	Mr J Sparrow	0/1	Not Released	Not Handed In
Lesson 2 - Attributes of a healthy and tasty meal	27/08/2025	05/09/2025	Food	Mr J Sparrow	0/1	Not Released	Not Handed In

The final scenario we'll look at is when a teacher wishes to reopen an assignment for the entire class. In this case, the teacher navigates to a closed assignment, selects the popover, and then clicks the **Reopen Assignment** button.

MarkbookHelp

Search

12

Markbook

MarkbooksAssignments

Lesson 2 - Attributes of a healthy and tasty meal

Issue Date: 27/08/25Due Date: 05/09/25

Exit

Back

James Bond

ActivitiesMessages

James Bond

Sarah Caswell

Henry Cavill

Oliver Cox

Siobhan Evans

Lucy Green

Anne Hathaway

Daniel Jones

Tracy Rauch

Eddie Small

Max Smith

Monster Wilson

James Wilson

Lesson 2 - Attributes of a

Handed In: 5/13

Marks Released: 13/13

Assignment Closed

76%

Percentage Instructions -

In this lesson we will be learning to use seasonal vegetables to make a healthier food product. We are going to look at making courgette fritters.

Creator - Mr J Sparrow

Reopen Assignment

Preview Assignment

Reuse Assignment

Delete Assignment

Create and Add to Markbook

Activity Sheet Submissions

View

Last Upload On 29/08/25

Feedback

76%

JB - Foo...

Handed In

Next Done

Late

Absent

Add a comment

Reopen for Individual

Re-Attempt

Previous

Next and Continue

When the teacher reopens an assignment for an entire class, a few differences will be seen compared to reopening it for an individual student. The first of these changes are visible within the status overview column:

- No blue ticks will appear in the top right-hand corner for any students, even those who had their marks released individually before.
- Students with an overall mark set will have their mark displayed.
- Students who did not complete their assignment will have their original status displayed:
 - If a student did not view their assignment, an icon of an eye with a line through it is displayed.
 - If a student viewed their assignment but did not complete it, a greyed-out tick is displayed.

The screenshot shows the Markbook interface for a student named James Bond. The assignment is 'Lesson 2 - Attributes of a healthy and tasty meal'. The status overview shows a 'Handed In' status with a green bar and the date '29/08/2025'. The overall mark is 76%. The list of students and their marks is as follows:

Student	Mark
James Bond	76%
Sarah Caswell	76%
Henry Cavill	82%
Oliver Cox	76%
Siobhan Evans	76%
Lucy Green	76%
Anne Hathaway	76%
Daniel Jones	76%
Tracy Rauch	98%
Eddie Small	76%
Max Smith	76%
Monster Wilson	88%
James Wilson	91%

The interface also shows a 'Feedback' section with a '76%' mark and a 'Re-Attempt' button at the bottom.

When the assignment is reopened for an entire class, the teacher will notice the following changes in the assignment list view:

- The assignment will now appear within the **Open** tab.
- The **Marks Released** column will show that no marks have been released, even for students whose marks were previously released individually.

In this example, the assignment **Lesson 2 - Attributes of a healthy and tasty meal** will display the **Marks Released** column as **0/13**, since the assignment was reopened for the entire class. It is assumed that in this situation, the teacher intends to review the assignment overall, including any marks previously released.

The screenshot shows the Markbook interface with the 'Open' tab selected. The assignment list view shows the following data:

Name	Subject	Issue Date	Due Date	Recipients	Mark Scheme	Handed In	Marks Released
Lesson 2 - Attributes of a health...	Food	27-08-2025	05-09-2025	BY/FT1	Percentage	5/13	0/13
Health and Physical Education ~...	Food	27-08-2025	19-09-2025	BY/FT1	Percentage	0/13	0/13

The 'Open' tab is highlighted, and the 'Marks Released' column shows '0/13' for the first assignment.

From a student's perspective across the entire class, the assignment will reappear in the **Assignments** application. However, depending on their status before the assignment was closed, it may appear under different areas.

For example, students who did not view their assignment or did not hand it in will find the assignment under the **Open** tab, ready for them to complete.

Assignments								
Open Assignments								
Assignment Name	Issue Date	Due Date	Subject	Teacher	Progress	Mark Given	Handed In	
Health and Physical Education - Lesson 3 - Us...	27/08/2025	19/09/2025	Food	Mr J Sparrow	0/1	Not Released	Not Handed In	
Lesson 2 - Attributes of a healthy and tasty meal	27/08/2025	05/09/2025	Food	Mr J Sparrow	0/1	Not Released	Not Handed In	

On the other hand, students who handed in their assignment—and for whom the teacher may have entered an overall mark but not yet released it — will see the assignment under the **Handed In** tab, with no further action required from them.

Assignments								
Handed In Assignments								
Assignment Name	Issue Date	Due Date	Subject	Teacher	Progress	Mark Given	Handed In	
Lesson 2 - Attributes of a healthy and tasty meal	27/08/2025	05/09/2025	Food	Mr J Sparrow	1/1	Not Released	28/08/2025	

Additional Information

Below are some additional changes within the Markbook to help teachers quickly and clearly identify the number of students who have had their marks released for an individual assignment.

Within the **Assignment** tab of the **Markbook**, a new column titled **Marks Released** has been added. This column summarises the number of students who have had their marks individually released compared to the original number of students the assignment was set for.

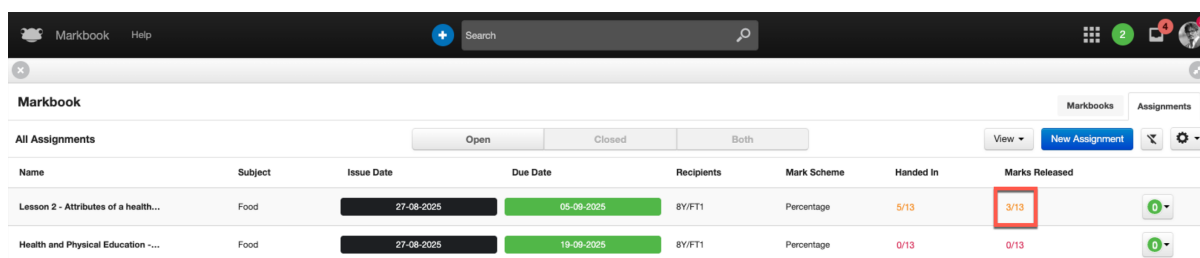
Markbook							
All Assignments							
Name	Subject	Issue Date	Due Date	Recipients	Mark Scheme	Handed In	Marks Released
Lesson 2 - Attributes of a health...	Food	27-08-2025	05-09-2025	8Y/FT1	Percentage	5/13	0/13
Health and Physical Education ~...	Food	27-08-2025	19-09-2025	8Y/FT1	Percentage	0/13	0/13

The **Marks Released** column will follow the same colour coding as the **Handed In** column, with the field highlighted in one of the following colours:

- **Green** – All students have had their marks released for the assignment.

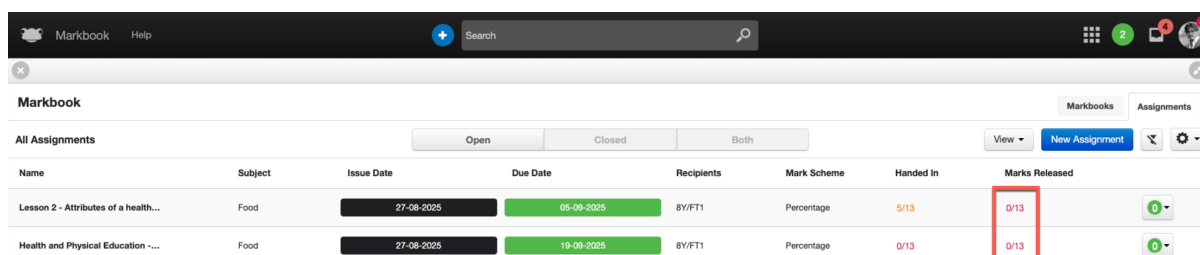
Markbook							
All Assignments							
Name	Subject	Issue Date	Due Date	Recipients	Mark Scheme	Handed In	Marks Released
Lesson 2 - Attributes of a health...	Food	27-08-2025	05-09-2025	8Y/FT1	Percentage	5/13	13/13

- **Amber** – One or more students have had their marks released for the assignment.



Name	Subject	Issue Date	Due Date	Recipients	Mark Scheme	Handed In	Marks Released
Lesson 2 - Attributes of a health...	Food	27-08-2025	05-09-2025	8Y/FT1	Percentage	5/13	3/13
Health and Physical Education ~...	Food	27-08-2025	19-09-2025	8Y/FT1	Percentage	0/13	0/13

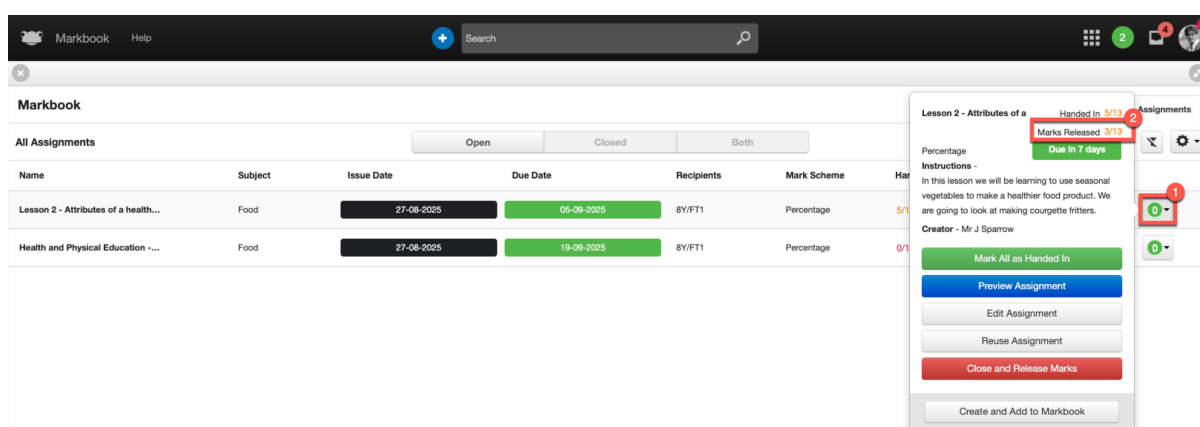
- **Red** – No students have had their marks released for the assignment.



Name	Subject	Issue Date	Due Date	Recipients	Mark Scheme	Handed In	Marks Released
Lesson 2 - Attributes of a health...	Food	27-08-2025	05-09-2025	8Y/FT1	Percentage	5/13	0/13
Health and Physical Education ~...	Food	27-08-2025	19-09-2025	8Y/FT1	Percentage	0/13	0/13

If you select the popover, you'll find a **Marks Released** field that highlights the number of students who have had their marks individually released compared to the original number of students the assignment was set for. This field follows the same colour coding as mentioned above.

Below is a view of the popover and the new **Marks Released** field when selected for a particular assignment within the assignment list overview.



Name	Subject	Issue Date	Due Date	Recipients	Mark Scheme	Handed In	Marks Released
Lesson 2 - Attributes of a health...	Food	27-08-2025	05-09-2025	8Y/FT1	Percentage	5/13	0/13
Health and Physical Education ~...	Food	27-08-2025	19-09-2025	8Y/FT1	Percentage	0/13	0/13

Lesson 2 - Attributes of a health...

Handed In 5/13

Marks Released 0/13

Due in 7 days

Percentage

Instructions -

In this lesson we will be learning to use seasonal vegetables to make a healthier food product. We are going to look at making courgette fritters.

Creator - Mr J Sparrow

Mark All as Handed In

Preview Assignment

Edit Assignment

Reuse Assignment

Close and Release Marks

Create and Add to Markbook

Below is a view of the popover and the new **Marks Released** field when selected within an assignment.

MarkbookHelp

Search

21

Markbook

Lesson 2 - Attributes of a healthy and tasty meal

Issue Date: 27/08/25Due Date: 05/09/25

Exit

Back

Monster Wilson

ActivitiesMessages

Activity Mark

Feedback88%

Activity Sheet Submissions

View

Last Upload On 29/08/25

MW - Fo...

Lesson 2 - Attributes of a healthy and tasty meal

Handed In 5/13

Due In 7 days

29/08/2025

Percentage Instructions -

In this lesson we will be learning to use seasonal vegetables to make a healthier food product. We are going to look at making courgette fritters.

Creator - Mr J Sparrow

Mark All as Handed In

Preview Assignment

Edit Assignment

Reuse Assignment

Close and Release Marks

Create and Add to Markbook

James Bond

Sarah Caswell

Henry Cavill

Oliver Cox

Siobhan Evans

Lucy Green

Anne Hathaway

Daniel Jones

Tracy Rauch

Eddie Small

Max Smith

Monster Wilson

James Wilson

98%

88%

91%

Handed In

Next Done

Later

Reopen

Add a comment

Reopen for Individual

Re-Attempt

Previous

Next and Continue