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# New Canvas Gradebook

A new Canvas gradebook will be available in the Spring of 2020. A key feature of the new gradebook is the Grade Detail Tray. This allows instructors to move between assignments and students while grading, enter grades, as well as access SpeedGrader, change grade statuses, and leave comments for students.

## Opening the Grade Detail Tray

To open the Grade Detail Tray, click on a cell in your gradebook. A box icon with an arrow will appear within the gradebook cell. Click on this icon to open the Grade Detail Tray.

1. Student name
2. Move between students
3. Move between assignments
4. Open SpeedGrader
5. Grade entry box
6. Submission status
7. Comments

Student Name	Historical Video Assign... Out of 25
Emily Boone	
Jessica Doe	/ 25
Max Johnson	25
Bruce Jones	19
Joe Rogers	20
Nora Sanderson	
Jane Smith	
Test Student	

## View Assignment Column

For each assignment, you can hover your cursor over the column header and click on the ellipses icon to view the Assignment menu.

- Sort assignments by grade or status (missing or late)
- Message students who fit within specific assignment criteria
- Curve grades using the bell curve
- Set a default grade for an assignment
- Mute and unmute assignments
- Enter grades as a point value, percentage, or letter grade