

The New Canvas Gradebook

The New Gradebook, which will be enabled by Fall 2019, has new features to make it easier to use, sort, and navigate. Below are some of the major features in a side-by-side comparison with the current Gradebook. The full feature comparison can be found [here](#), and the [Harvard Wiki](#) has additional links to resources that outline and explain the upcoming changes.

Functionality	Current Gradebook	New Gradebook	New Gradebook Guide
New Gradebook Features			
Late Policy (late work)	N/A	Deduct specified percentage for each X day(s) late.	How do I apply a late submission policy?
Change status of Assignment grade	N/A	Change the status (None, Late, Missing, Excused).	How do I change the status of a submission?
Enter Grades as	N/A	Enter grades for an assignment as points or percentage.	How do I enter grades for an assignment as a specific grading type?
Sorting and displaying Student name	Sort alphabetically by last name.	Sort alphabetically, display by first or last name first, and choose which secondary information to show.	How do I sort and display names in the Student name column?
Arrange columns by...	By Assignment group (Assignment Page order), due date, or points.	By default (Assignment Group), Module, Assignment, due date, or points.	How do I arrange columns?
Filters columns by...	Filters by Section.	Filters by Assignment Group, Modules, and/or Section.	How do I filter columns by type?
Sort assignment grades by...	Sort by grade.	Sort by grade, Missing, Late.	How do I sort an individual assignment column?
Functionality is the same, just moved location or changed icon			
Download Submissions	Download all submissions to an Assignment.	Mouse over assignment name and click on the three vertical dots that come up and select "Download Assignment."	How do I download all student submissions for an assignment?
Import/Export Course Grades	Import to or export from the Gradebook in CSV format (Excel).	Location of option has moved to under the "Actions" link.	Importing grades Exporting grades
Notes Column	Add private notes for individual students. They cannot view these notes.	Location has moved to under the "View" link.	How do I use the Notes column?
View individual student's Grades page	View all grades for one student. This is a similar view to how students view their grades.	Click on the name of a student from the Gradebook. Or, on the "Grade Detail Tray" click on the student's name.	How do I view a student's Grades page in a course?