

How do I change the status of a submission in SpeedGrader?

In the SpeedGrader sidebar, you can edit the submission status for a student's or group's assignment, discussion, or quiz. Available statuses include Late, Missing, Excused, and None.

If a submission status is set to late or missing, the status displays on the student's Grades page. If you do not want status labels displayed on a student's grades page, set the assignment status to None.

Assignments given an excused status are not calculated as part of the student's total grade. When an assignment is excused, the student's Assignment Details page and Grades page display the excused status. Students cannot submit excused assignments.

Notes:

- Currently, points are not automatically deducted for assignments with a late status.
- You can also [change the status of a submission in the Gradebook](#).
- [Status colors can be changed](#) in the [Gradebook](#); however, status names cannot be modified.

View SpeedGrader

[View SpeedGrader](#)

[SpeedGrader](#) includes several areas to help you locate and view student submissions, grade submissions, and add comments to submissions.

View Submission Status

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View the assignment status [1]. To change the submission status, click the drop down button [2].

Select Late Status

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To select a Late status, click the **Late** option [1].

The Late status indicates an assignment that was submitted after the due date. You can enter how late the student submitted the assignment in the **Day(s)** or **Hour(s)** field [2]. The name of the field is determined by the [late policy settings](#) in the Gradebook.

SpeedGrader displays the late penalty applied [3] and the final grade for the assignment [4].

Note: The Day(s)/Hour(s) field supports up to two decimal places.

Select Missing Status

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To select a Missing status [1], click the **Missing** option.

The Missing status indicates an online assignment that has not been submitted and is past the due date.

Note: When you [enable a missing submissions policy](#) in the Gradebook, entering MI or mi in the assignment cell [2] applies the missing status to an assignment.

Select Excused Status

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To select an Excused status, click the **Excused** option.

The Excused status indicates that the student has been excused from making a submission. Students are not able to submit excused assignments, and excused assignments are not calculated in the student's total grade. You can also excuse an assignment by typing EX in the assignment cell.

Select Custom Status

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Depending on your institution, you may be able to view and select a custom status.

To select an custom status, click the custom status option. You cannot make changes to the custom statuses.

Select No Status

Select No Status

To select no status, click the **None** option.

The None status indicates that no status exists, or that the assignment was turned in before the due date.

You can also update any late or missing assignment to have no status if you do not want a label displayed in the student's grades page.

Student View Assignment Status

Student View of Assignment Status

Students can view a label for the given submission status in the Grades page. Labels display for late submissions [1] and missing submissions [2]. Excused assignments display EX in the assignment's Score field [3].

Assignments without a status or None status do not display a label [4].

[Content retrieved from <https://community.canvaslms.com/t5/Instructor-Guide/How-do-I-change-the-status-of-a-submission-in-SpeedGrader/ta-p/488380>]

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