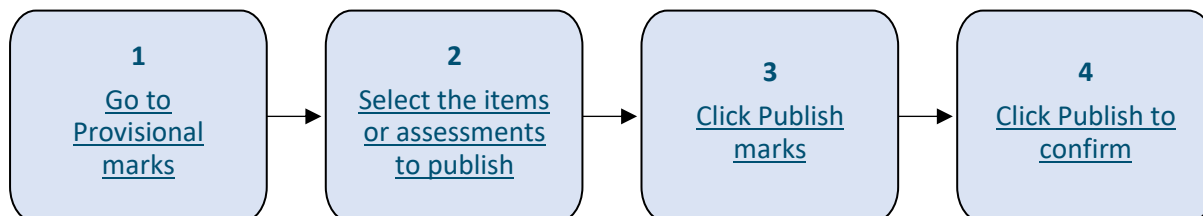


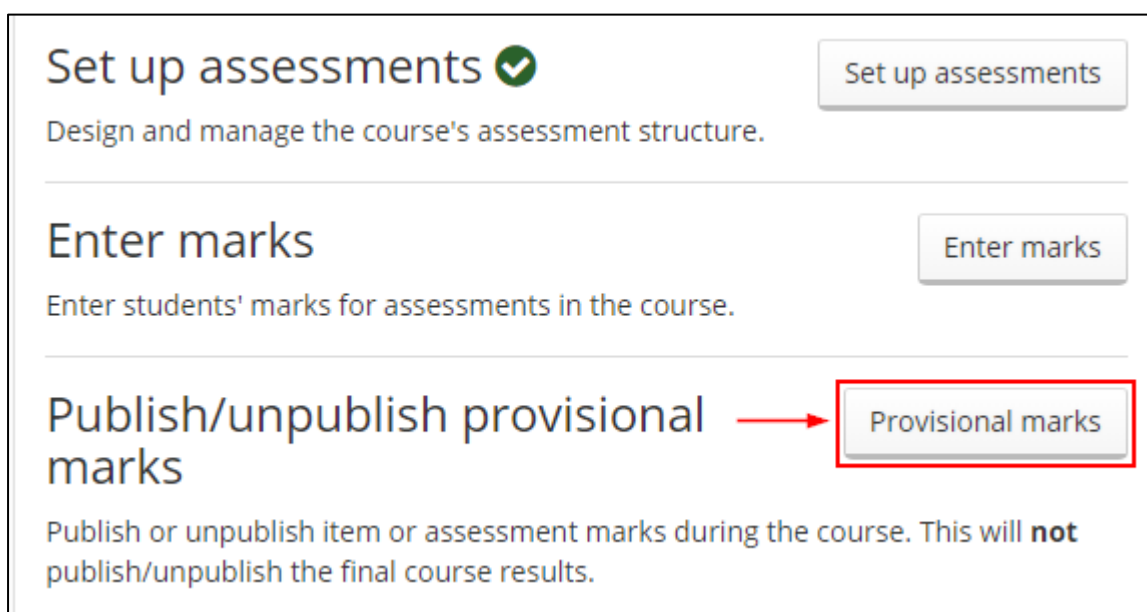
## Publish provisional marks

### Process Overview



### Step by Step Instructions

#### 1. Go to Provisional marks



The screenshot shows the 'Set up assessments' page with three main sections: 'Set up assessments', 'Enter marks', and 'Publish/unpublish provisional marks'. The 'Publish/unpublish provisional marks' section has a red box around the 'Provisional marks' button, with a red arrow pointing to it from the text 'Publish/unpublish provisional marks'.

#### 2. Select the items or assessments to publish

Use the tick boxes to make your selection:

Publish/unpublish provisional marks		Chinese 1 (ASST08001) - 2019/0
Continuous assessment		
		0% have marks, 0% published
Semester 1 class test		
<input checked="" type="checkbox"/>	Semester 1 class test	100% have marks, 0% published
Oral examination		
<input type="checkbox"/>	Oral examination	13% have marks, 0% published
Semester 2 class test		
<input type="checkbox"/>	Semester 2 class test	0% have marks, 0% published
Regular written exercises - S1		
<input type="checkbox"/>	Regular written exercises - S1	0% have marks, 0% published

### 3. Click Publish marks

<input checked="" type="checkbox"/> Semester 1 class test	100% have marks, 0% published
Oral examination	0% have marks, 0% published
<input type="checkbox"/> Oral examination	13% have marks, 0% published
Semester 2 class test	0% have marks, 0% published
<input type="checkbox"/> Semester 2 class test	0% have marks, 0% published
Regular written exercises - S1	0% have marks, 0% published
<input type="checkbox"/> Regular written exercises - S1	0% have marks, 0% published
Regular written exercises - S2	0% have marks, 0% published
<input type="checkbox"/> Regular written exercises - S2	0% have marks, 0% published
<input type="checkbox"/> Degree examinations	0% have marks, 0% published
1 component selected	
<input type="button" value="Unpublish marks"/> <input checked="" type="button" value="Publish marks"/>	

### 4. Click Publish to confirm

When the confirmation box appears check the details and click Publish:

**Confirm publication** ✕

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You are about to publish 15 marks. Click "Publish" to continue.

Once the process is finished you'll see a confirmation box which you can close and the statistics will now be refreshed on the page:

<a href="#">← Back</a> <a href="#">Return to Hub</a>	<b>Publish/unpublish provisional marks</b>	Chinese 1 (ASST08001) - 2019/0
Continuous assessment		0% have marks, 0% published
Semester 1 class test		0% have marks, 0% published
<input type="checkbox"/> Semester 1 class test	→	100% have marks, 100% published
Oral examination		0% have marks, 0% published
<input type="checkbox"/> Oral examination		13% have marks, 0% published

### Next steps

You can continue to enter marks and publish in course item or assessment marks during the year. If you need to, you can also unpublish the provisional marks.