

## How Do I ..... ? Selectively Release Tools/Items

### What is Selective Release

You can selectively release items to Students by setting release criteria for them. By setting release criteria for items, you can control when and to whom the items are visible.

You can show or hide tools and items. You can also release tools/items based on any criteria which exists in the Grade Book. **For Example** You can release a tool/item based on a particular student's name. You may have used the Grade Book to set up Student Groups and you could release tools/items based on membership of a group or based on achieving a particular score in a quiz.

### To Hide a Tool/Item

- From the **Teach** or **Build** Tab, select **Selective Release**.

Course Content **Members**

To make folders and links available to users, the following must be satisfied:  
 1. The "Linked to" item must not be Hidden.  
 2. The release criteria must be satisfied.

Title	Linked to	Release Criteria
<b>Home Page</b>		
Reference Group Documents	Reference Group Documents	Hide Item Set Release Criteria
WebCT Specific Qs	WebCT Specific Qs	Hide Item Set Release Criteria
Project Qs	Project Qs	Hide Item Set Release Criteria
<b>Week 1 25th Feb</b>		Hide Item Set Release Criteria
<b>Week 2 3rd March</b>		Hide Item Set Release Criteria
<b>Week 3 10th March</b>		Hide Item Set Release Criteria

Selective Release Map

- Do one of the following:
  - To show an item, click **Show Item**. If release criteria are set for the item, the item appears only when all release criteria are satisfied.
  - To hide an item, click **Hide Item**.
- Alternatively, from an tool or item's Action menu, you can choose Hide Item.



Action Link Menu

## To Selectively Release a Tool/Item

- From the **Teach** or **Build** Tab, select **Selective Release**. For the chosen item, select **Set Release Criteria**.

### Set Release Criteria for: Reference Group Documents

#### Set Release Criteria Screen

Add Date Criteria

**Available Starting**

Immediately

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**Available Until**

Unlimited

Choose dates from the Calendar of release item immediately for an unlimited amount of time

Add Member Criteria

**Add Member Criteria**

**User ID**

Equals  Does not equal

<input type="checkbox"/>	User ID ↑	E
<input type="checkbox"/>	aljamil	A
<input type="checkbox"/>	alopez	A
<input type="checkbox"/>	awitherspoon	A

Choose individual students to whom you will release certain tools/item.

Add Group Criteria

**Add Group Criteria**

**Group Name:**

Equals  Does not equal

<input type="checkbox"/>	Group ↑
<input type="checkbox"/>	Character Analysis - Jen
<input type="checkbox"/>	Character Analysis - Moss
<input type="checkbox"/>	Character Analysis Roy
<input type="checkbox"/>	Test Group 1

If you have previously set up groups, you can release tools/items based on group membership.

Add Grade  
Book Criteria

**Add Grade Book Criteria**

Criteria:	Condition:	Value
Major Essay ▼	Greater than ▼	65
<input type="button" value="Save"/> <input type="button" value="Cancel"/>		

Items can be released to students based on any column existing in the Grade Book.

2. To edit Release Criteria, select Selective Release and choose the hyperlinked criterion to be edited – this will include adding other criteria.