This help document will assist instructors when deciding how to, or how to stop, grade syncing between MyLab products and Moodle.

**Method 1 (recommended method)**
Customizing which grades to sync and/or which to not, or stop grade sync all together.

**Step 1:** Navigate to your MyLab product page.
**Step 2:** Navigate to the Gradebook within your MyLab product.

**Step 3:** From within the Gradebook of MyLab, select “Change Weights & Grade Sync Settings”

**Step 4:** Click the link “Change Assignment Settings”

**Step 5:** Individually select, or bulk select, the specific grades you want to sync with Moodle.
Method 2a
If students use a single link, that directs students from Moodle to one MyLab landing page that contains all course assignments.

Step 1: Within Moodle, turn editing on.
Step 2: Edit the settings of the given MyLab link.

Step 3: Open the Privacy tab, and uncheck accept grades from the tool

CAUTION: Do not edit any other settings on this page.
Step 4: Save the changes. This will no longer allow MyLab products to share grades with your Moodle Gradebook.

Method 2b
If students use individual links that point directly to specific assignments (“deep linking”).

Follow the above steps for each and every link.