

BLACKBOARD HOW TO ALLOW ONE STUDENT TO RESUBMIT AN ASSIGNMENT

You may have a student who needs to resubmit an assignment. However, your assignment is set to allow one attempt.

Here's how you can allow a student to resubmit an assignment.

ALLOW AN ADDITIONAL ATTEMPT FOR THE INDIVIDUAL STUDENT.

Start by going to the **Full Grade Center**.

In the Grade Center, find the cell that corresponds to the student for that assignment column. From the **drop down menu** for that cell, click **View Grade Details**.

The screenshot shows the 'Full Grade Center' interface. At the top, there are navigation options: 'Create Column', 'Create Calculated Column', 'Manage', 'Reports', 'Filter', 'Discover Content', and 'Work Offline'. Below this is a 'Grade Information Bar' with 'Move To Top' and 'Email' buttons, and a 'Sort Columns By' dropdown set to 'Layout Position' and 'Order' set to 'Ascending'. The main table has columns for 'LAST NAME', 'FIRST NAME', 'UNIT 3 JOURNA', 'UNIT 1 JOURNA', 'ASSIGNMENT 2', 'ASSIGNMENT 1', and 'UNIT 1 TEST'. The row for 'Kraft_PreviewUser' (Michelle) shows a grade of 2.00 for 'Assignment 1' and a warning icon for 'Assignment 2'. A dropdown menu is open for the 'Assignment 2' cell, showing options: 'View Grade Details', 'Exempt Grade', and 'Attempt 8/29/17'. The 'View Grade Details' option is highlighted with a blue box. A green line connects the 'drop down menu' text in the previous paragraph to this dropdown menu. A blue line connects the 'View Grade Details' text to the 'View Grade Details' option in the dropdown menu.

Grade Information Bar	LAST NAME	FIRST NAME	UNIT 3 JOURNA	UNIT 1 JOURNA	ASSIGNMENT 2	ASSIGNMENT 1	UNIT 1 TEST
Last Name: Kraft_PreviewUser	Michelle	Unit 3 Journal: --	Unit 1 Journal: --	Assignment 2: [Warning Icon]	Assignment 1: 2.00	Unit 1 Test: --	
Last Name: Uhde	Alicia	Unit 3 Journal: --	Unit 1 Journal: --	Assignment 2: --		Unit 1 Test: --	

BLACKBOARD HOW TO ALLOW ONE STUDENT TO RESUBMIT AN ASSIGNMENT

You can choose to **clear the attempt** which will remove any of the student's previous submissions.

You can choose to **ignore the attempt** which will keep the student's previous submission, but will not be counted toward the grade of the assignment.

Click the button labeled **Allow Additional Attempt**.

The screenshot shows the Blackboard Grade Center interface for a user named Michelle Kraft. The current grade is 'Needs Grading' (1 out of 10 points). The interface includes a table of attempts and a list of actions for each attempt. The 'Clear Attempt' button is highlighted in blue, the 'Ignore Attempt' button is highlighted in purple, and the 'Allow Additional Attempt' button is highlighted in red. A message at the bottom states: 'This user has submitted the maximum number of attempts allowed for this assignment. You may allow this student to submit an additional attempt. Alternatively, you can mark an existing attempt as Ignored (Ignored Attempts are not counted against the maximum number of attempts).'

Grade Details

Jump to...

User **Michelle Kraft_PreviewUser (bb.mkraft_previewuser)** < > Column **Assignment 2 (Assignment)** < >

Current Grade: **Needs Grading** 1 out of 10 points Exempt
Grade based on Last Graded Attempt
Due: Aug 31, 2017
Calculated Grade
View Attempts

Attempts Manual Override Column Details Grade History

Delete Last Attempt Go

Date Created	Date Submitted (or Saved)	Value	Feedback to Learner	Grading Notes	Actions
Aug 29, 2017 10:05:06 AM	Aug 29, 2017 10:05:06 AM (Needs Grading)	1			Grade Attempt Clear Attempt Ignore Attempt Edit Grade

This user has submitted the maximum number of attempts allowed for this assignment. You may allow this student to submit an additional attempt. Alternatively, you can mark an existing attempt as Ignored (Ignored Attempts are not counted against the maximum number of attempts).

Allow Additional Attempt

Icon Legend

← Return to Grade Center

BLACKBOARD HOW TO ALLOW ONE STUDENT TO RESUBMIT AN ASSIGNMENT

HERE'S WHAT THE STUDENT NEEDS TO DO

You will need to **instruct your student to go back to the assignment** to resubmit.

The page will open with what appears as an empty submission if you cleared previous attempts, or they will have access to their previous submissions if you have not cleared them from the Grade Details page.

The student will see a button labeled Continue. They must click on **Continue** to enter the Assignment Submission Area to submit their next attempt.

Review Submission History: Assignment 2

Assignment Instructions	Assignment Details
	Name Assignment 2
	Due Date August 31, 2017 12:00 PM
	GRADE LAST GRADED ATTEMPT /10
	ATTEMPT 8/29/17 10:57 AM /10
	<input type="button" value="OK"/> <input type="button" value="Continue"/>