Manage Assignment Attempts

Full Grade Center:

Inside your course, proceed to the Full Grade Center under Grade Center in the Control Panel.



Find the Assignment and the students name. Click the down arrow next to the Needs Grading symbol (yellow exclamation) to open the drop down menu. Select **View Grade Details**.

Move To Top	Email \otimes	S	ort Columns By:	Layout Position	Order: Ascer	nding 💝	
Grade Information Bar	r		Last Saved:April 29, 2015 11:39 AM				
Last Name	First Name	Assignment 1	Chapter 1 Op	oin Assignme	nt 1 🔍 SafeAssig	ınmer 💿	
Farnsworth	Daniel		•	•			
Runnings	Miles				View Grade	Dotaila	
Selected Rows: 0					< View Grade	Details	
Move To Top Email 😣						ade	
					Attempt 4/2	28/15 🕓	

This will take you to the **Grade Details** page.

Attempts	Manual Override	Column Details		Grade History		
				De	lete Last Attempt	t 🗘 Go
Date Created	Date Submitted (or Saved)	Value	Feed Learr	back to her	Grading Notes	Actions
						A Grade Attempt
Apr 28, 2015	Apr 28, 2015					B Clear Attempt
10:54:02 AM	10:54:02 AM (Needs Grading)	J			(C Ignore Attempt
					(D Edit Grade
This user has subr assignment. You n you can mark an e against the maxim	mitted the maximum number nay allow this student to subr existing attempt as Ignored (Ig um number of attempts).	of attempts allow nit an additional nored Attempts	wed for this attempt. A are not co	s Iternatively, unted	Allow Additional Attempt	8

Blackboard Questions? Contact the Center for Active Engagement and Scholarship Email: blackboard@govst.edu Phone: (708) 534-4115

- A. **Grade Attempt:** This will take you to the Grade Assignment page where you can input a numeric value.
- B. **Clear Attempt:** This will remove the attempt from Blackboard. If this is the student's only attempt, once removed the student will be able to resubmit his/her work.
- C. **Ignore Attempt:** The attempt will be ignored and will not be included in the Grade Center Calculations.

Note: The student will be able to view this message when he/she tries to resubmit. The ignored attempt is not counted against the maximum number of attempts.

- D. **Edit Grade:** Similar to Grade Attempt. This option will stay on the Grade Details page and open textboxes where you can input a numeric value for the grade and feedback.
- E. **Allow Additional Attempt**: This is allowed when the student has submitted the maximum number of attempts allowed for the assignment. This option will allow the student an additional attempt.

After you select the appropriate option, click **Return to Grade Center**.

←Return to Grade Center