

Assignment: Students' Attempts and Submissions

The options and customization you choose when setting up an assignment can affect one another and how the student interacts with an assignment. The choices you make when creating the assignment depend on how you want to treat the submission. Given the multiple options you have in AsULearn to set up your assignment submissions and the requirements you apply to the submission, such as a graded assignment, a graded assignment with a reduced graded submission cut-off period, or simply an ungraded draft, you should explore the ways these options support your requirements.

See [Assignment](#) for additional steps to set up an assignment and the associated options.

Assignment with "Require students to click Submit button" set to **Yes**

Here is a quick example of a basic assignment with "Require students to click Submit button" set to **Yes** and how the students interact with the assignment.

1) Submit the **Assignment** with **Due Date** and **Submission** button, e.g. for a graded Assignment.

1.1.) Turn Edit **On**, select **Add an Activity or Resource** and select **Assignment**

The screenshot shows the AsULearn interface for editing an assignment. The top navigation bar includes the AsULearn logo and links to Home, Dashboard, My courses, Site administration, and AsULearn Sites. The main content area is titled "dev_lawsbd (Assignments)" and has tabs for Course, Settings, Participants, Grades, Reports, and More. The "General" tab is selected, and the "Assignments: Yes Requirement for Submission" section is expanded. A yellow box highlights the "Add an activity or resource" button, with an arrow pointing to it labeled "2) Add Activity or Resource". Another yellow box highlights the "Edit mode" toggle switch, with an arrow pointing to it labeled "1) Turn Edit On". A third yellow box highlights the "Assignment" option in the "Add an activity or resource" modal, with an arrow pointing to it labeled "3) Select Activity". The modal also shows a search bar and tabs for All, Activities, and Resources. The "Assignment" option is selected under the "Activities" tab.

1.2.) Set Up Assignment

ASSIGNMENT

A Submission Assignment

Assignment Settings Advanced grading More

Updating Assignment in Assignments: Yes Requirement for Submission

Expand all

General

Assignment name

Description

Paragraph B I K L M N O P Q R S T U V W X Y Z 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100

Path:

☐ Display description on course page

Activity instructions

Paragraph B I K L M N O P Q R S T U V W X Y Z 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100

Type a Four Sentence Story About Yourself.

This is a graded assignment.

Submit the assignment by the due date as shown.

Path:

Additional files

Maximum size for new files: 800 MB

Files

☐ Only show files during submission

2) Fill Out Allow and Due Date Submission Types, etc.

Availability

Allow submissions from

Due date

Cut-off date

Remind me to grade by

Time limit

☐ Always show description

Submission types

Submission types ☐ Online text ☒ File submissions

Word limit

Maximum number of uploaded files

Maximum submission size

Accepted file types

Feedback types

Submission settings

Require students to click the submit button

Require that students accept the submission statement

3) IMPORTANT Set Require Student to Click the Submit Button to YES

PLEASE NOTE: If you want to make this a **full stop** assignment, where a student cannot submit beyond the Due Date, then enable the Cut-Off Date to match the Due Date.

1.3.) Set up Grade Type and Save and Return to Course

4) Set Up Grade Type

Group submission settings

Notifications

Turnitin plagiarism plugin settings

Grade

Grade

Maximum grade

Grading method

Grade category

Grade to pass

Blind grading

Hide grader identity from students

Use grading workflow

Common module settings

Restrict access

Tags

☐ Send content change notification


5) Save and Return

Save and return to course Save and display Cancel

Required

1.4.) From the **Student perspective:**

1) Student Follow Assignment Instructions



Type a Four Sentence Story About Yourself

Opened: Wednesday, May 10, 2023, 12:00 AM

Due: Wednesday, May 24, 2023, 11:59 PM

[Add submission](#)

Submission status

Submission status	No submissions have been made yet
Grading status	Not graded
Time remaining	6 days 14 hours remaining

2) Student Adds Submission Type, e.g. Online Text

Type a Four Sentence Story About Yourself

Oopened: Wednesday, May 10, 2023, 12:00 AM
Due: Wednesday, May 24, 2023, 11:59 PM

Type a Four Sentence Story About Yourself.

This is a graded assignment.

Submit the assignment by the due date as shown.

+ Add submission

Online text

A B I U L Q Y Ω ∞ ↺ ⌂ 🔍

C D H O

Start this time day in one of the most grumpy states of affairs. Thus, a grumpy dynamic within the daily riggers of smiley folks.
Grumpy thoughts ensue. And when the pillow is uncomfortable it conjures thoughts of conspiracy that the smiles sabotaged the possibilities of delights.

File submissions Maximum file size: 800 MB, maximum number of files: 20

📁 🗑️

► Files

⬇️

You can drag and drop files here to add them.

Saves changes Cancel

3) Student Submits Assignment: Two Phases to Confirm Submission

Type A Four Sentence Story About Yourself

Opened: Wednesday, May 10, 2023, 10:50 AM
Due: Wednesday, May 24, 2023, 11:59 PM

[Return submission](#) [Retake submission](#)

Submission status

Submission status	Paid (not submitted)
Evaluating status	Not graded
Time remaining	8 days 16 hours remaining
Last modified	Thursday, May 18, 2023, 9:22 AM
Online text	<ul style="list-style-type: none"> (44 words) Start this one day in a most grumpy state of affairs. Then, a grumpy character enters while the daily happen of society takes. Grumpy thoughts ...
Submission comments	<ul style="list-style-type: none"> Comments (0)

edX learn Home Dashboard My Courses Richard Steier

This page helped or hurt my learning Report problem

[View all submissions >>>](#) / [Type A Four Sentence Story About Yourself](#)

[Cancel submission](#)


Type A Four Sentence Story About Yourself

Be sure you have saved your work before clicking Submit.

When you click Submit, you will be asked if you want to grade yourself. You will not be able to make any more changes.

[Cancel](#) [Submit](#)

Confirmation. Student Cannot Edit or Add Further Submissions




Type 4 Four Sentence Story About Yourself

Quoted: Wednesday, May 10, 2023, 12:00 AM
 Due: Wednesday, May 24, 2023, 11:59 PM

Submission status

Submission status	Submitted for grading
Grading status	Not graded
Time remaining	Assignment was submitted 6 days 14 hours early
Last modified	Thursday, May 10, 2023, 9:22 AM
Online text	<ul style="list-style-type: none"> ⚙️ (14 words) Start this first day in a most grumpy state of affairs. This is a grumpy dynamic within the daily rhythms of ordinary lives. Grumpy thoughts...
Submission comments	<ul style="list-style-type: none"> Comments (0)

1.5.) And finally, the **Teacher perspective:**



Type a Four Sentence Story About Yourself

[Assignment](#)[Settings](#)[Advanced grading](#)[More ▾](#)

Opened: Wednesday, May 10, 2023, 12:00 AM

Due: Wednesday, May 24, 2023, 11:59 PM

1) Clicking on the Assignment You Will See That Someone Submitted

View all submissions

Grade

Grading summary

Hidden from students	No
Participants	3
Drafts	0
Submitted	1
Needs grading	1
Time remaining	6 days 14 hours



2) Can Grade

Submissions

Grading action

First name

Last name

Select	User picture	First name / Last name	Email address	Status	Grade	Edit	Last modified (optional)
<input type="checkbox"/>		Brian Laws	lawsbdl@appstate.edu	No submission	<button>Grade</button>	<button>Edit</button> ▾	-
<input type="checkbox"/>		Success Kid	d_user23@appstate.edu	Submitted for grading	<button>Grade</button>	<button>Edit</button> ▾	Thursday, May 1 2023, 9:22 AM

Additional Behaviors and Other Customizations Depending on Your Settings:

- Any text entered or files uploaded by the Student are considered a Draft, which can be edited before it is officially submitted.
- When the Student clicks the **Submit assignment** button, the text and/or files are, in effect, turned in, and can no longer be edited.
- When it is submitted after the **Due date**, it is marked **Assignment submitted late**.
- If a **Cut-off date** is set, the Student's unsubmitted attempt is closed when the date and time passed (if enabled).
- If the assignment is not officially submitted by the **Due date** or the **Cut-off date**, it is marked **Draft (not submitted)** and **Assignment is overdue**.
- If submitted as a draft, the Teacher can review and provide feedback, but the draft is not retained when the assignment is submitted.

Assignment with "Require students to click Submit button" set to **No**

Here is a quick example of a basic assignment with "Require students to click Submit button" set to **No** and how the students interact with the assignment.

2.) Submit the **Assignment** with **Due Date** and **Cut-off** date as seen in the previous message, e.g. for drafts, extra credit, or other additional exercisers.

2.1.) Turn Edit **On**, select **Add an Activity or Resource** and select **Assignment** (illustrated above)

2.2.) The submission can be edited even after the **Due date** has passed, but it will be marked **Assignment submitted late**. *Be sure Students are aware of this if you penalize for late assignments.*

2.3.) **Cut-off date** is a total closure of the assignment and students can no longer submit regardless. An example of using **Cut-Off** could be to give extra time with clearly expressed penalty if submitted between **Due date** and **Cut-off date**, or if there is a simple date that a draft is simply no longer accepted.

2.4.) **Submission Setting** is **NO**

2.5.) Only the **Edit submission** button is shown for the Student.

2.6.) From the **Student** perspective *what happens next depends on this setting*, such as: Clicks on the Assignment on the main course page to open the Assignment page. If the **Due date** has passed and the **Cut-off date** has not, the Student clicks the **Add submission** button, enters text and/or uploads files, then clicks **Save changes** and will see **Assignment submitted late** but can be edited until the **Cut-off date** passes. If no **Cut-off date** then the students can edit until the assignment is no longer needed.

2.7.) The Teacher can review and provide feedback on the submission without grading.

To Keep Students' Drafts

In the previous examples, although you can see whatever Students have written or uploaded for an Assignment before it is submitted and provide feedback, the versions of these drafts are not retained and feedback is not linked to the drafts. If you want to retain student drafts and the feedback you've provided, choose one of these two options.

Option 1: Create an Assignment for each stage, for example, White Paper Outline, White Paper Draft 1, White Paper Draft 2, White Paper Final. For each Assignment set **Attempts reopened** to **Never** or **Manually** (if you want to be able to give a Student another shot at a draft), **Require students to click the submit button** to **Yes**, and set a **Due date**. Each draft turned in will be retained as the assignment. The drafts can have no grade or grades configured to be part of the whole White Paper project grade. The Feedback at each stage will be kept with each assignment.

Option 2: Create an Assignment and set **Attempts reopened** to **Manually** and set **Require student to click the submit button** to **Yes**. Set the number of **Maximum attempts** to be how many drafts you'd like to see plus 1 more for the final, 4 attempts would be for 3 drafts and the final. Students will see their submissions as Attempt 1 (4 attempts allowed).

After reviewing a Student's submission, at the bottom of the grading screen set **Allow another attempt** to **Yes**. The Student will see buttons **Add a new attempt based on the previous submission** (the text and/or uploaded files from the previous attempt will be copied into the new attempt) and **Add a new attempt** (the text entry field will be blank and no files copied). By requiring the submit button, Students' submissions will be deliberate and the Teacher won't waste time reviewing an earlier draft when the Student has not made any changes. Set the **Due date** for the final assignment (the last attempt) and make it clear to Students there are not system due dates for each attempt (like there are for Option 1). Students will have their submissions and feedback for each of the **Previous attempts** on the Assignment page. The Teacher can review all the attempts for a Student at the bottom of the grading screen: click the link **View a different attempt**, select the attempt, then click **View** (see image).

1) Require Students to Click Submit YES

Submission settings

Require students to click the submit button

Yes

Require that students accept the submission statement

No

2) Additional Attempts set to Manual

Additional attempts

Manually

3) Maximum Attempts Customizable

Maximum attempts

Unlimited

1

2

3

✓ 4

5

6

7

8

9

10

11

12

13

> Group submission settings

> Notifications

> Turnitin plagiarism settings

> Grade

> Common module settings

Once students submit, you can give feedback and then open the submission for another attempt for multiple or individual by selecting the **Edit** beside the student and select **Allow Another Attempt**:

1) Select Student(s)

Back Download all submissions

Submissions

Grading action Choose...

First name All A B C D E F G H I J K L M N O P Q R S T U V W X Y Z

Last name All A B C D E F G H I J K L M N O P Q R S T U V W X Y Z

Select	User picture	First name / Last name	Email address	Status	Grade	Edit	Last modified (submission)	File submissions	Submission comments	Last modified (grade)	Feedback comments	Annotate PDF	Feedback files	Final grade
<input checked="" type="checkbox"/>		Brian Laws	lawsbd@appstate.edu	No submission	Grade	Edit	-	-	-	-	-	-	-	-
<input checked="" type="checkbox"/>		Grumpy Cat	d_user11@appstate.edu	Reopened	Grade	Edit	Thursday, May 18, 2023, 1:29 PM	CNS Conference Room Table.jpeg May 18 2023, 1:23 PM	Comments (0)	-	-	-	-	100.00
<input checked="" type="checkbox"/>		Success Kid	d_user23@appstate.edu	No submission	Grade	Edit	-	-	-	-	-	-	-	-

With selected...

2) Allow Another

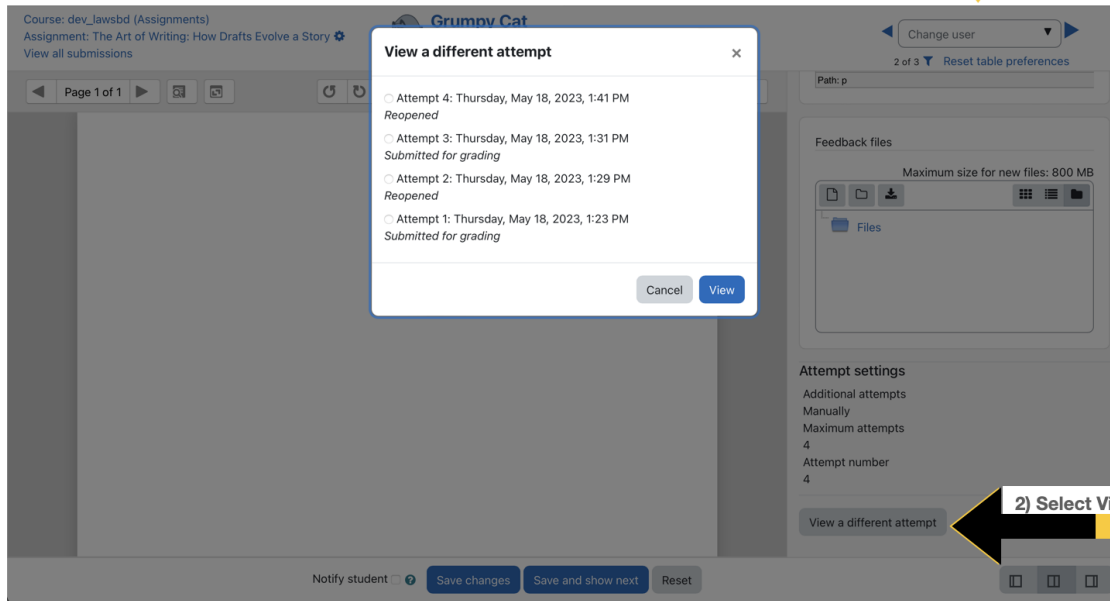
Assignments

Filter

- ✓ Lock submissions
- Unlock submissions
- Download selected submissions
- Revert the submission to draft status
- Grant extension
- Allow another attempt
- Send feedback files

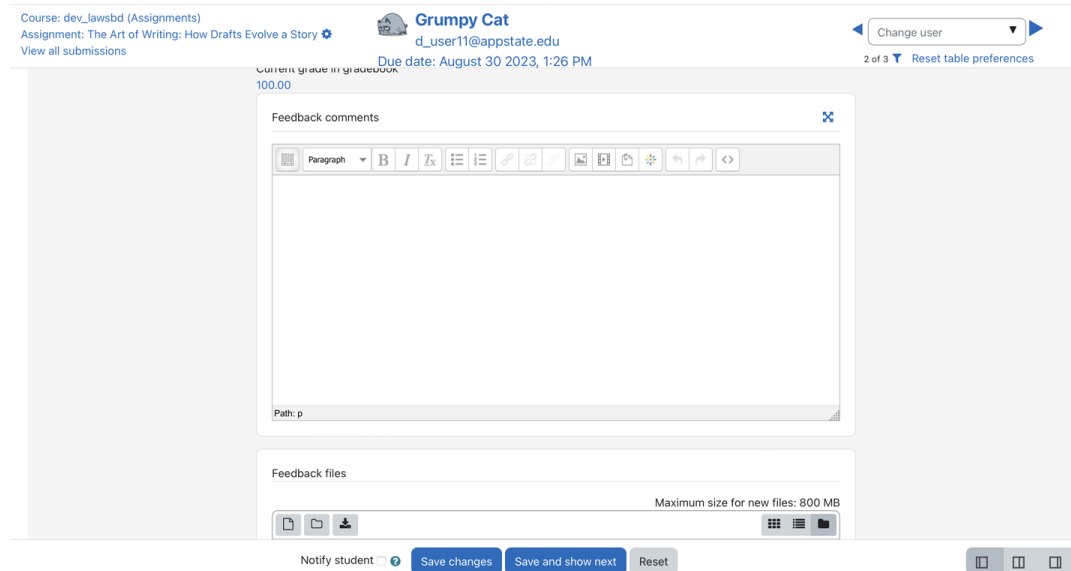
And if you want to review previous attempts, when you are in **Submissions** (like above), select **Grade** beside the student, and do the following:

1) On the Right Side Scroll Down



2) Select View a Different Attempt

Please note, you can change the view by toggling between the bottom right hand corner icons:



HELPFUL: You can change the view here

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