



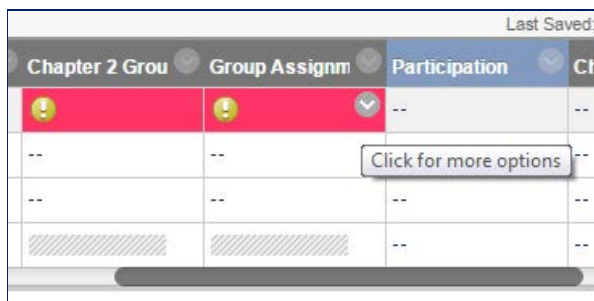
Clearing Attempts via Grade Details

When a student inadvertently submits an assignment incorrectly, such as including the wrong document file, Blackboard does not provide a way for the student to remove the submission. The Grade Details page provides a way for the Instructor to clear an attempt for a graded assessment.

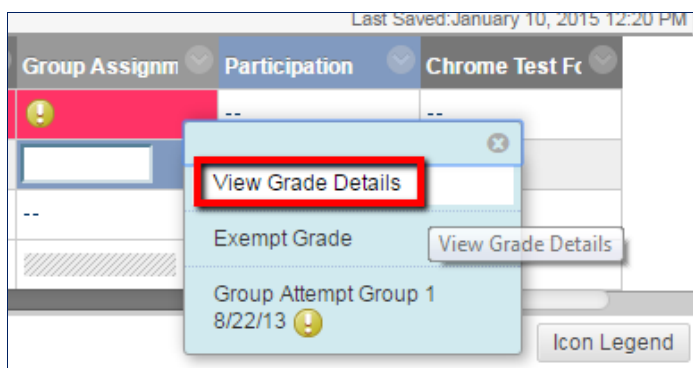
Clearing an Attempt

To clear an attempt from the Grade Details page, follow these steps:

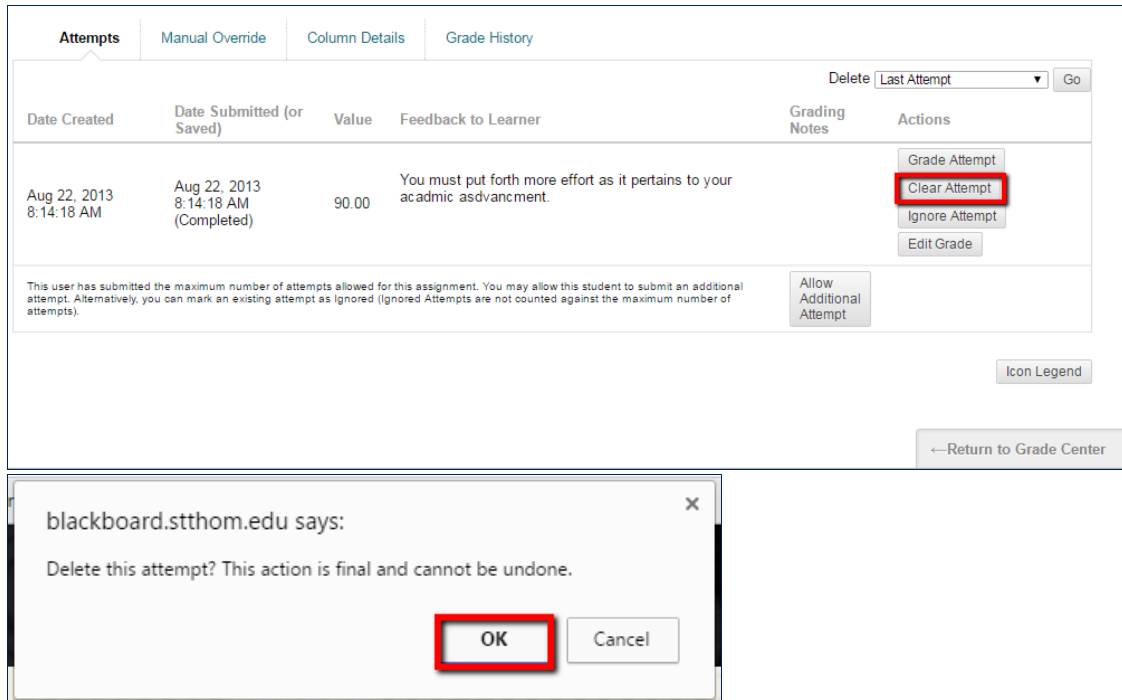
1. Move the cursor over the desired cell, and click the contextual arrow in the right-hand portion of the cell. The cell will usually display either a score or a Needs Grading icon.



2. Select **View Grade Details** from the menu.



- The Grade Details page appears, with different features depending on the type of assessment to be graded and how many attempts are permitted. In this example, a student has submitted an assignment with the incorrect document attached.
- Click the **Clear Attempt** button for the appropriate attempt, and then click **OK** to confirm your intention.

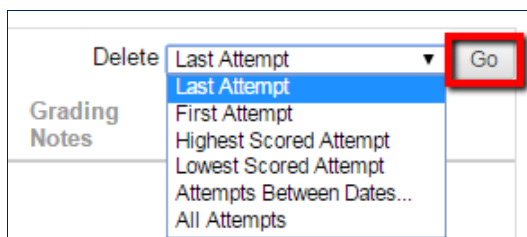


- The attempt will no longer appear in Grade Center. Click **Return to Grade Center** if you have more work to do there, or navigate elsewhere via links on the Course Menu.

There is also an **Allow Additional Attempt** button that an instructor can click in order not to delete the original attempt. This is more useful for assignments or other assessments that allow more than one attempt. The **Ignore Attempt** button, also useful for multiple-attempt assessments, keeps the attempt but makes it ineligible for use in calculations.

Deleting Attempts

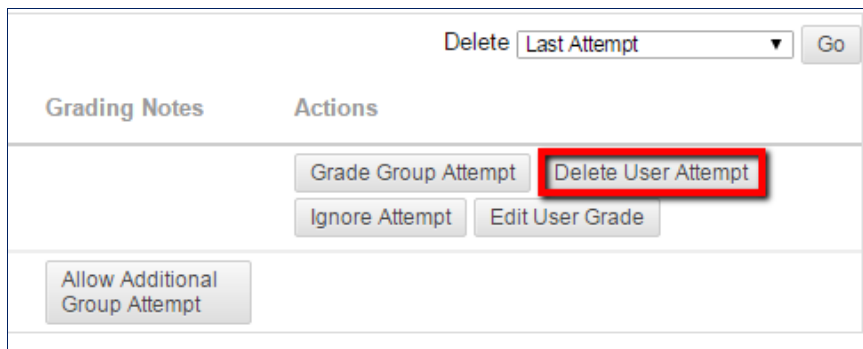
Closely related to clearing attempts is deleting attempts. The **Delete** drop-down allows you to select the first, most recent, highest-scored, or lowest-scored attempt at a graded assessment. You may also select attempts submitted within a specified date range, or all attempts. Select the appropriate attempt from the list, and click **Go**.



Usually, assignments or tests that allow for multiple attempts will have a specification of which attempt is used for grading: first, last, highest, lowest, or average. The **Delete** drop-down should be used rarely if at all. If anything, the **Attempts Between Dates...** and **All Attempts** options are the primary reasons to use this feature.

Group Assignments

Group assignments have a slightly different set of buttons, including one labeled **Delete User Attempt**.



The screenshot displays a user interface for managing group assignments. At the top right, there is a 'Delete' dropdown menu currently set to 'Last Attempt', followed by a 'Go' button. Below this, the interface is divided into two columns: 'Grading Notes' and 'Actions'. Under the 'Actions' column, there are four buttons: 'Grade Group Attempt', 'Delete User Attempt' (which is highlighted with a red rectangular border), 'Ignore Attempt', and 'Edit User Grade'. At the bottom left, there is a button labeled 'Allow Additional Group Attempt'.