Removing a submission

An example of Assignment submission page

Overview:

This guide will show you how to remove an assignment submission, if required on a module.

What to know:

The remove a submission feature affords the user greater control over the assignments within modules.

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Step 1: Assignment activity

Go to your Assignment activity on your module page

Topic 2

Test assignment

Make a submission

Opened: Thursday, 19 October 2023, 12:00 AM

Click on the 'View all submissions' button

Chenhui's Test Module / Test assignment

Test assignment

Assignment   Settings   Advanced grading   Download renamed submissions   Export   More ⌄

Make a submission

Opened: Thursday, 19 October 2023, 12:00 AM

[View all submissions]   [Grade]

Grading summary

Hidden from students	No
Participants	6
Submitted	5

You will now go to the page where student submissions are viewable.

Step 4: Selecting the submission

1. In the 'Edit' column, click on the 'Edit' button.

2. Then select 'Remove submission' in the dropdown menu.

Step 5: Removing the submission

Confirm the removal of the specified submission by clicking 'Continue'. The submission will now be removed.

Confirm

Are you sure you want to remove the submission for Sandbox Student 1?

Cancel   Continue