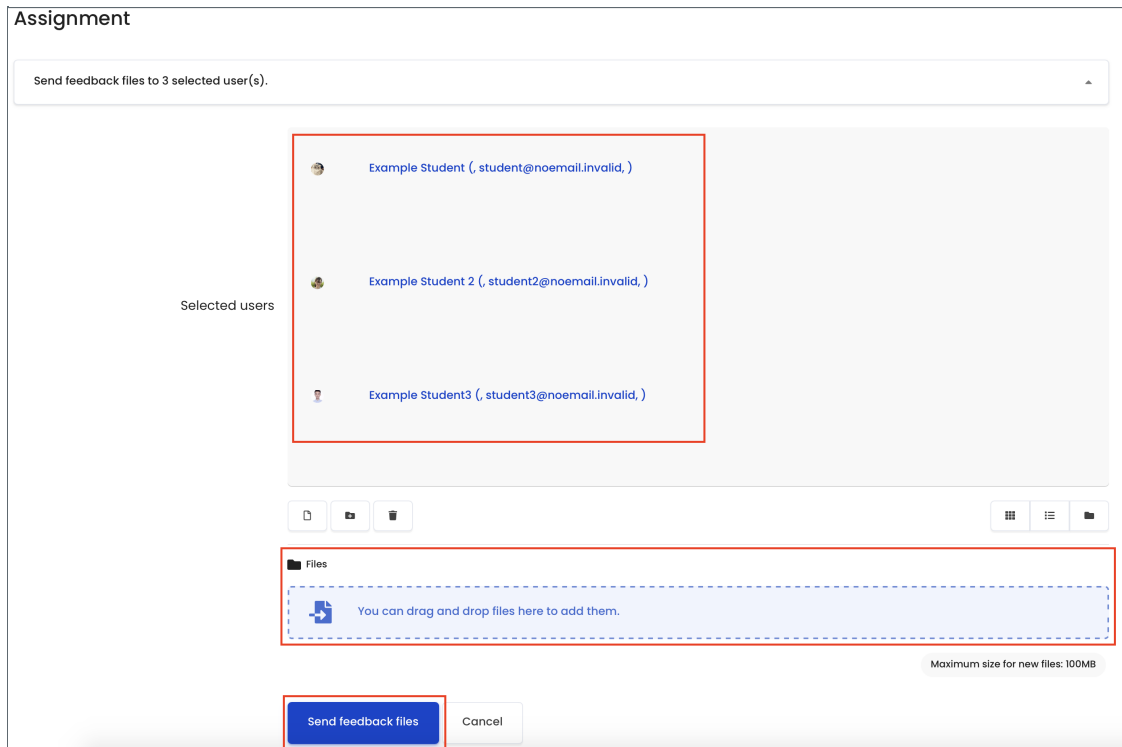


Sending feedback files



The Learning Mall Core

Overview:

This guide will show you how to send feedback files within Assignment activity. Then all the selected students will receive the same feedback file. It can be useful to give general feedback to a group of students.

What to know:

The send a feedback file feature affords the user greater control over assignment feedback within modules.







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Step 1: Assignment activity

Go to your Assignment activity on your module page

Topic 1


-  **Discussion context** 
279.1KB PDF document Uploaded 17/08/20, 15:38
-  **Analysis of topics document** 
276.7KB PDF document Uploaded 17/08/20, 15:48
-  **Focus on convergence** 
291.1KB PDF document Uploaded 17/08/20, 15:49

Topic 2

-  **Assignment Task 1** 

Step 2: View submissions

Click on the 'View all submissions' button

 Need help?

Assignment Task 1

Grading summary

Hidden from students	No
Participants	2
Submitted	1
Needs grading	1
Due date	Friday, 4 September 2020, 00:00
Time remaining	3 days 9 hours

[View all submissions](#) [Grade](#)

Step 3: The submission page

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

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

Surname 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 / Surname	ID number	Email address	Department	Status	Grade
<input type="checkbox"/>		Example Student		student@noemail.invalid		Submitted for grading	Grade -
<input type="checkbox"/>		Example Student 2		student2@noemail.invalid		Submitted for grading	Grade -
<input type="checkbox"/>		Guest User 20		guest20@noemail.invalid	Educational Development Unit	No submission	Grade -

With selected... Go

Step 4: Selecting the submission(s)

On the submission page, click on 'select' tick box in the left corner to select all students or a specific student(s) by clicking the tick box in front of their names.

Select	User picture	First name / Surname	ID number	Email address	Department	Status
<input checked="" type="checkbox"/>		Example Student		student@noemail.invalid		Submitted for grading
<input checked="" type="checkbox"/>		Example Student 2		student2@noemail.invalid		Submitted for grading
<input checked="" type="checkbox"/>		Guest User 20		guest20@noemail.invalid	Educational Development Unit	No submission

Select	User picture	First name / Surname	ID number	Email address	Department	Status
<input type="checkbox"/>		Example Student		student@noemail.invalid		Submitted for grading
<input checked="" type="checkbox"/>		Example Student 2		student2@noemail.invalid		Submitted for grading
<input type="checkbox"/>		Guest User 20		guest20@noemail.invalid	Educational Development Unit	No submission

Step 5: Sending the feedback file

At the bottom of the page, you will see 'With selected' and a drop down menu to the right.

1. Within the dropdown menu go to 'Send feedback files'.
2. Click 'Go' button. This will now take you to another screen.

Select	User picture	First name / Surname	ID number	Email address	Department
<input type="checkbox"/>		Example Student		student@noemail.invalid	
<input checked="" type="checkbox"/>		Example Student 2		student2@noemail.invalid	
<input type="checkbox"/>		Guest User 20		guest20@noemail.invalid	Educational Develop

With selected... Go

- Lock submissions
- Unlock submissions
- Download selected submissions
- Remove submission
- Grant extension
- Send feedback files

Options

Step 6: Adding the feedback files

Now you see the selected user(s) you are sending the files to.

Then add your specified files either through drag and drop or by searching for the file(s)

Finally click 'Send feedback files' button.

Assignment

Send feedback files to 3 selected user(s).

Selected users

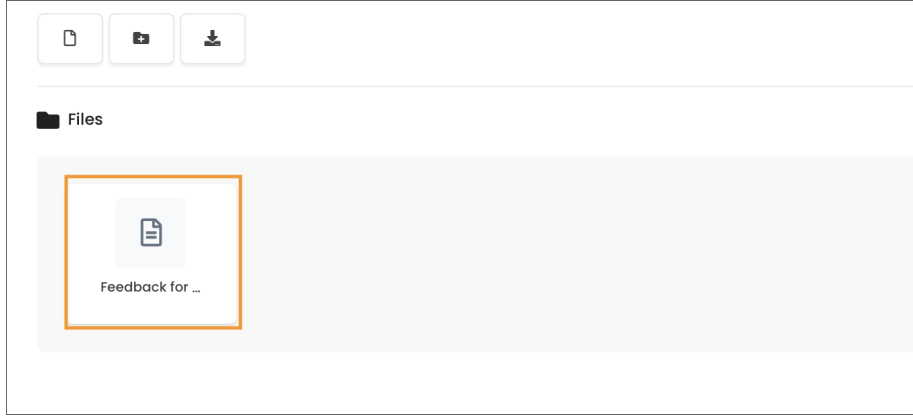
- Example Student (, student@noemail.invalid,)
- Example Student 2 (, student2@noemail.invalid,)
- Example Student3 (, student3@noemail.invalid,)

Files

You can drag and drop files here to add them.




Maximum size for new files: 100MB

Send feedback files
Cancel



Step 7: Viewing the feedback files

Now you are back to the submission page. Please scroll to the right. The feedback file is sent to all the selected students.

Feedback comments <input type="checkbox"/>	Feedback files <input type="checkbox"/>
	 Feedback.pdf
	 Feedback.pdf
	 Feedback.pdf

Online URL: <https://knowledgebase.xjtlu.edu.cn/article/sending-feedback-files-135.html>