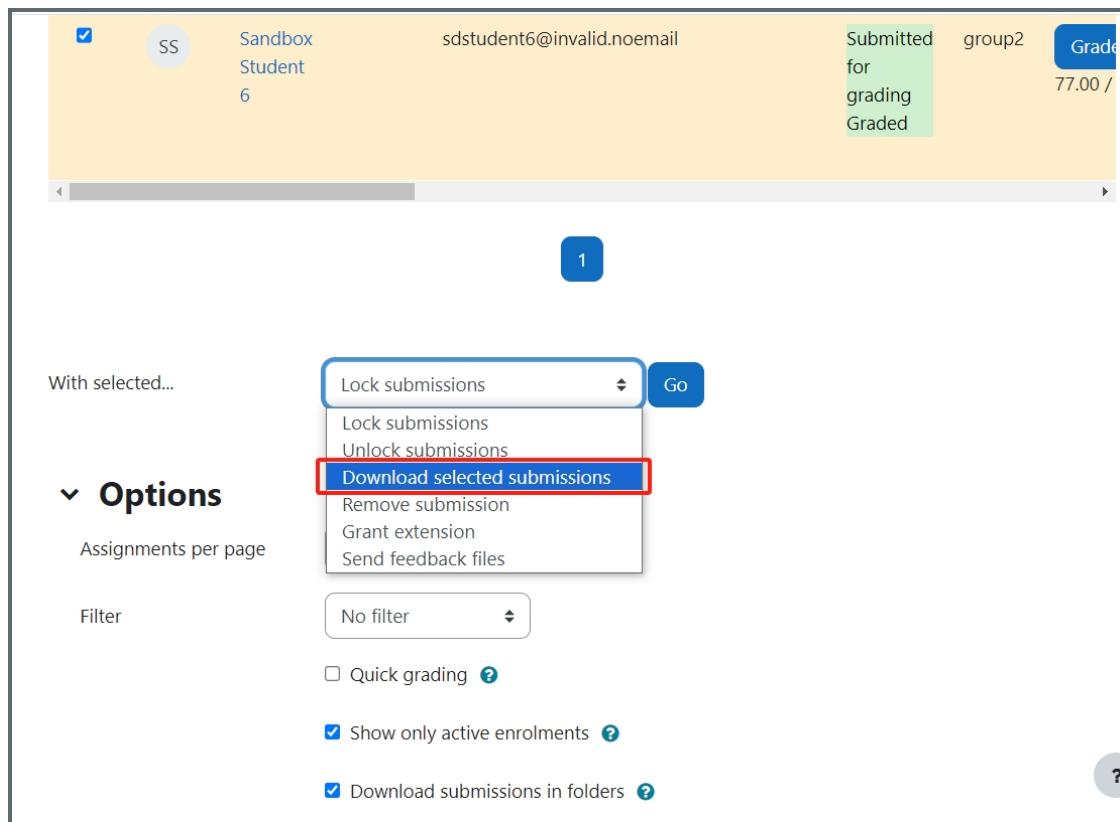


# Download selected submissions



The screenshot shows a list of student submissions. One submission from 'Sandbox Student 6' is selected, indicated by a blue checkmark in a yellow box. The submission details are: 'Submitted for grading' (status), 'group2' (group), 'Graded' (status), and a grade of '77.00 /'. Below the list is a 'With selected...' dropdown menu with the following options: 'Lock submissions', 'Lock submissions', 'Unlock submissions', 'Download selected submissions' (which is highlighted with a red box), 'Remove submission', 'Grant extension', and 'Send feedback files'. To the left of the dropdown is a 'Options' section with a dropdown for 'Assignments per page' (set to '1') and a 'Filter' dropdown (set to 'No filter'). Below these are three checkboxes: 'Quick grading' (unchecked), 'Show only active enrolments' (checked), and 'Download submissions in folders' (checked). A question mark icon is in the bottom right corner of the options section.

An example of downloading selected student submissions

## Overview:

This guide will show you how to download a selected submission within the Assignment activity.

## What to know:

The downloading of submissions within a group will provide the user with the flexibility to filter out submissions by specific groups within their module, if they have groups setup and applied within

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- [Step 2: View submissions](#)
- [Step 3: The submission page](#)
- [Step 4: Selecting a specific submission](#)
- [Step 5: Downloading the submission](#)

### Step 1: The Assignment activity

Go to your Assignment activity on your module page

## ▼ Topic 2



Assignment Task1

Make a submission

**Opened:** Tuesday, 17 October 2023, 12:00 AM  
**Due:** Tuesday, 24 October 2023, 12:00 AM

### Step 2: View submissions

Click on the 'View all submissions' button

Chenhui's Test Module / Assignment Task1

## Assignment Task1

Assignment    Settings    Advanced grading    Download renamed submissions    Export    More ▾

Make a submission

**Opened:** Tuesday, 17 October 2023, 12:00 AM  
**Due:** Tuesday, 24 October 2023, 12:00 AM

**View all submissions**    Grade

### Grading summary

Separate groups    All participants ▾

### Step 3: The submission page

You will see the submissions that have been submitted by the students.

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					
1								
Select	User picture	First name / Last name	ID number	Email address	Department	Status	Group	Grade
<input type="checkbox"/>	SS	Sandbox Student 1	—	sdstudent1@invalid.noemail	—	Submitted for grading Graded	group1	Grade 88.00 /
<input type="checkbox"/>	SS	Sandbox Student 2	—	sdstudent2@invalid.noemail	—	Submitted for grading	group1	Grade ? 88.00 /

## Step 4: Selecting a specific submission

You can select a specific submission by simple clicking on the 'select' tick box next to the students name.

Select	User picture	First name / Last name	ID number	Email address	Department	Status
<input type="checkbox"/>	SS	Sandbox Student 1	—	sdstudent1@invalid.noemail	—	Submitted for grading Graded
<input checked="" type="checkbox"/>	SS	Sandbox Student 2	—	sdstudent2@invalid.noemail	—	Submitted for grading Graded
<input type="checkbox"/>	SS	Sandbox Student 3	—	sdstudent3@invalid.noemail	—	Submitted for grading Graded

## Step 5: Downloading the submission

Now go down to the 'With selected' drop-down menu click on the 'Download selected submissions' and then click 'Go' you will now download the submission.

SS Sandbox sdstudent6@invalid.noemail Submitted for grading group2 77.00 / Grade

Student 6 Graded

1

With selected...

Lock submissions Go

Lock submissions

Unlock submissions

**Download selected submissions**

Remove submission

Grant extension

Send feedback files

▼ Options

Assignments per page

Filter No filter

Quick grading ?

Show only active enrolments ?

Download submissions in folders ?

?

Online URL: <https://knowledgebase.xjtu.edu.cn/article/download-selected-submissions-155.html>