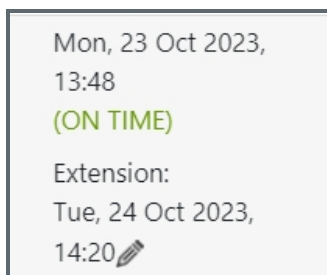


Double-marking Assignment - Extend the individual submission deadline



An example of the extension

Overview:

This guide will show you how to give students extension to edit the submission and resubmit after the deadline or the submission is finalized.

What to know:

You have to [enable individual extension in the Double-marking Assignment setting](#) when you want to use this function:

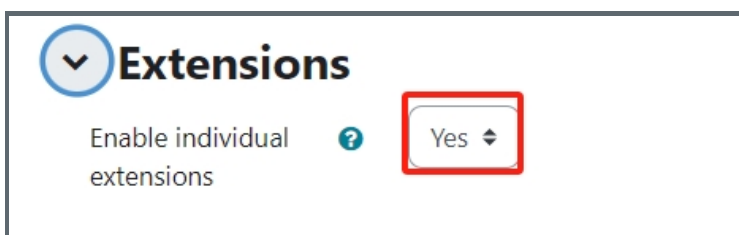


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Step 1: Open and view the Double-marking Assignment submission

On the Double-marking Assignment page, if you enabled "extension" setting, you will be able to see "[new extension](#)" button for each student after the deadline:

| Submissions | | | | | | |
|---|-----------|--------|--------------------|------------------------------|----------------------|--|
| Show <input type="text" value="10"/> entries | | | | Search: <input type="text"/> | | |
| Coursework submissions ? | | | | | | |
| First name / Last name / Email | ID number | Status | Filename / File ID | Submission date | Feedback and Grading | |
| Sandbox Student 1 sdstudent1@invalid.noemail | | | | | New extension | |
| Sandbox Student 2 sdstudent2@invalid.noemail | | | | | New extension | |

Find the student's information arrow, and then change the date and time for the new extension, then click "save" button:

New extension for Sandbox Student 1

Default deadline: Monday, 23 October 2023, 1:10 PM

Extended deadline:

Extra information:

Now you will see that the student's submission deadline is extended to a new date. You can always click the pencil shape icon to make changes:

| Coursework submissions ? | | | | | | |
|---|-----------|--------|--------------------|--|----------------------|--|
| First name / Last name / Email | ID number | Status | Filename / File ID | Submission date | Feedback and Grading | |
| Sandbox Student 1 sdstudent1@invalid.noemail | | | | Extension: Tue, 24 Oct 2023, 18:00 | | |
| Sandbox Student 2 sdstudent2@invalid.noemail | | | | | New extension | |

If the student hasn't made any submission, they will be able to submit now after the teacher gave him extension. But if the student has already made submission, and he just want to make updates, teachers will have to do one more step. Please go to *Step 2* as below.

Step 2: Unfinalise the submission

Click the "Unfinalise" link for this student's submission, that is under the submitted files:

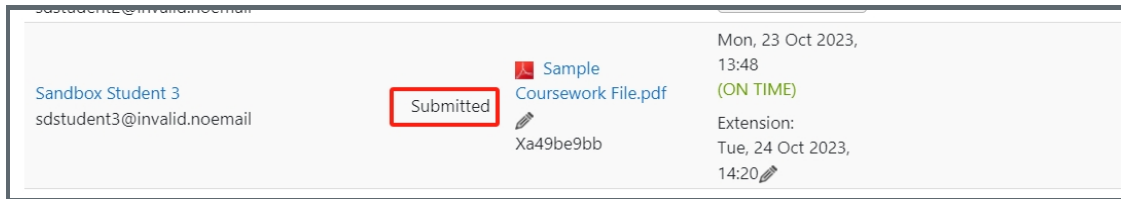
| First name / Last name / Email | ID number | Status | Filename / File ID | Submission date | Feedback and Grading | Provisional grade ? |
|---|-----------|----------------|--|--|---|---------------------|
| Sandbox Student 1 sdstudent1@invalid.noemail | | | <input type="button" value="Submit on behalf"/> | Extension: Tue, 24 Oct 2023, 18:00 | | |
| Sandbox Student 2 sdstudent2@invalid.noemail | | | <input type="button" value="Submit on behalf"/> | <input type="button" value="New extension"/> | | |
| Sandbox Student 3 sdstudent3@invalid.noemail | | Ready to grade | Sample Coursework File.pdf Xa49be9bb <input type="button" value="Unfinalise"/> | Mon, 23 Oct 2023, 13:48 (ON TIME) | <input type="button" value="Add final feedback"/> | |
| | | | | Extension: Tue, 24 Oct 2023, 14:20 | | |

Now, you can inform the student to edit the submission or resubmit before the new deadline.

Step 3: The change of submission status

Before the new extension expire, the student's assignment status will be 'Submitted', that means this student will be able

to edit his or her submission. But after the new extension expired, the Status will automatically be changed to "Ready to grade" (show as above screenshot in step 2) and students will not be able to edit their submissions.



The screenshot shows a submission status interface. On the left, the student's name is "Sandbox Student 3" and their email is "sdstudent3@invalid.noemail". In the center, the status "Submitted" is highlighted with a red box. To the right of the status, there is a file icon and the name "Sample Coursework File.pdf", followed by a pencil icon and the identifier "Xa49be9bb". On the far right, the submission date and time are "Mon, 23 Oct 2023, 13:48" with the status "(ON TIME)" in green. Below this, the extension details are "Extension: Tue, 24 Oct 2023, 14:20" with a pencil icon.

Online URL: <https://knowledgebase.xjtlu.edu.cn/article/double-marking-assignment-extend-the-individual-submission-deadline-199.html>