

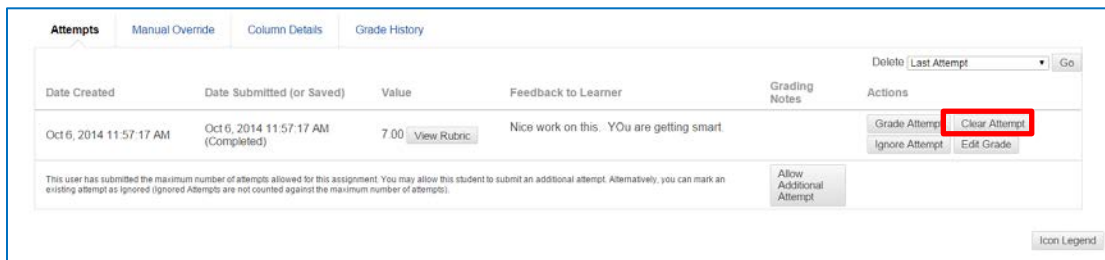
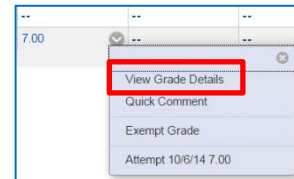
Flexible Learning - Blackboard

Clearing a Grade Center Attempt

On occasion, an instructor may want to clear an assignment or test attempt to allow a student who submitted an assignment incorrectly to resubmit. The process to clear an assignment attempt and test attempt are outlined below.

Clearing an Assignment Attempt

1. Access the **Full Grade Center**.
2. Hover over the cell for the assignment that needs to be cleared.
3. Click on the dropdown arrow and select **View Grade Details**.
4. On the **Grade Details** page, under the Attempts tab, click on **Clear Attempt**. The attempt will be cleared from the Grade Center allowing the student to submit again.



Clearing a Test Attempt

1. Access the **Full Grade Center**.
2. Hover over the cell for the test that needs to be cleared.
3. Click on the dropdown arrow and select **View Grade Details**.
4. On the **Grade Test** page, click on **Test Information** and then **Clear Attempt**. The attempt will be cleared from the Grade Center allowing the student to submit again.

Or

1. Access the **Full Grade Center**
2. Hover over the cell for the test that needs to be cleared.
3. Click on the dropdown arrow and select the **Attempt**.
4. On the **Grade Test** page, click on **Test Information** and then **Clear Attempt**. The attempt will be cleared from the Grade Center allowing the student to submit again.

