

IGNORING A STUDENT'S TEST OR ASSIGNMENT ATTEMPT



Blackboard Learn

In this tutorial, you will learn how to navigate to the Grade Center and mark an attempt of an assessment as “Ignored”. Marking an attempt as “Ignored” sets the attempt aside, preserving the attempt’s information in the student’s grade history. It allows the student to begin a new attempt of the assessment so long as the Assignment or Test submission link is still available.

KEY THINGS TO REMEMBER

- The ignored attempt and submission data will remain in the student’s Grade History for your records. Please be aware that assessments marked as “Ignored” may still appear in the Needs Grading Smartview.
 - Ignored attempts do not count towards the maximum number of attempts allowed and are not included in Grade Center calculations.
 - You can choose to revert an attempt’s “Ignored” status at any time.
1. In the course’s **CONTROL PANEL**, click on the **GRADE CENTER** menu and select **FULL GRADE CENTER**.
 2. In the Grade Center, roll your mouse over the grade cell for the student’s assignment attempt. Click the gray context arrow and select **VIEW GRADE DETAILS** from the context menu that appears.

The screenshot shows the Blackboard Learn Grade Center interface. On the left is a navigation sidebar with options like Announcements, Syllabus, Faculty Information, Weekly Lessons, Discussion Board, My Grades, and a COURSE MANAGEMENT section with Control Panel, Content Collection, Course Tools, Evaluation, and Grade Center. The main area is titled 'Grade Center : Full Grade Center' and contains a table of student grades. A context menu is open over the 'Poe Essay 1' column for the student 'testhamilton1', with a red arrow pointing to the 'View Grade Details' option.

Username	Last Name	First Name	Total	Poe Essay 1
testhamilton1	Asterisk	Annie	--	!
testhamilton3	Bracket	Brett	--	--
testhamilton2	Colon	Collin	--	--
testhamilton4	Spacebar	Sally	--	--

- On the Grade Details page, you will be taken to the **ATTEMPTS** tab. Here, click **IGNORE ATTEMPT**.

Grade Details

User **Annie Asterisk (testhamilton1)** < > Column **Poe Essay 1 (Assignment)** < >

Current Grade: **Needs Grading** ⚠ out of 100 points **Exempt**
 Grade based on Last Graded Attempt
 Due: Feb 9, 2015
 Calculated Grade
View Attempts

Attempts Manual Override Column Details Grade History

Delete Last Attempt ▾ Go

Date Created	Date Submitted (or Saved)	Value	Feedback to Learner	Grading Notes	Actions
Nov 20, 2014 11:29:47 AM	Nov 20, 2014 11:29:47 AM (Needs Grading)	⚠			Grade Attempt Clear Attempt Ignore Attempt Edit Grade

- The **ATTEMPTS** and **GRADE HISTORY** tabs for the assignment will be updated and time-stamped to reflect that this action was performed by the instructor.

Grade Details

User **Annie Asterisk (testhamilton1)** < > Column **Poe Essay 1 (Assignment)** < >

Current Grade: - out of 100 points **Exempt**
 Grade based on Last Graded Attempt
 Due: Feb 9, 2015
 Calculated Grade
View Attempts

Attempts Manual Override Column Details Grade History

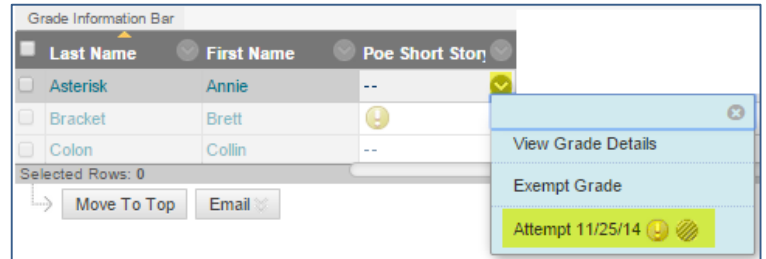
Delete Last Attempt ▾ Go

Date Created	Date Submitted (or Saved)	Value	Feedback to Learner	Grading Notes	Actions
Nov 20, 2014 11:29:47 AM	Nov 20, 2014 11:29:47 AM (Needs Grading)	⚠ - Attempt Ignored			Grade Attempt Clear Attempt Do Not Ignore Attempt Edit Grade

If you decide later on that you do not want to ignore the attempt, follow steps one and two to access the student’s Grade Details page for the assignment and use the “Do Not Ignore Attempt” button that is provided.

Instructor's View of an Ignored Attempt from the Full Grade Center

The student's grade cell now will appear as having been cleared. However, you can review the student's attempt history by rolling your mouse over the grade cell and clicking the gray context button. The menu that appears will show you that an attempt had been made and ignored.



Student's View of an Ignored Attempt in My Grades

The student's grade entry in the *My Grades* tool will appear as though it blank or unsubmitted.

My Grades				
All	Graded	Upcoming	Submitted	Order by: Last Activity
ITEM	LAST ACTIVITY	GRADE		
Total View Description Grading Criteria		115.00 /150		
Poe Short Story - Themes & Motifs Analysis DUE: JAN 30, 2015 Assignment	UPCOMING	- /100		
Test 1 Test	Oct 7, 2014 9:13 AM GRADED			
Test 2 Test	Oct 2, 2014 8:41 AM UPCOMING			
Assignment 1 Assignment	Sep 11, 2014 3:22 PM GRADED	99.00 /100		

Assignment appears as though unsubmitted