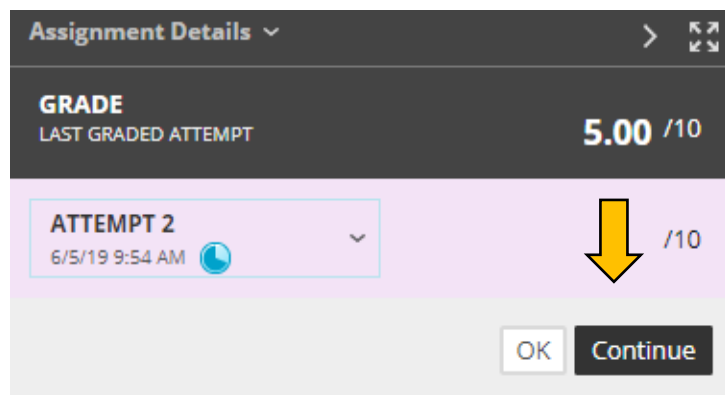


How to Resubmit an Assignment

The best way to avoid issues with assignment submissions is to double check assignments and grades before, and after, submission. All students should always check the comments for submitted assignments for important feedback. If there is an issue or error with a submitted assignment, instructors often allow students to resubmit a new version of a previous assignment.

How to create a second submission to a graded assignment

1. Log into Blackboard using your *personal* UMES username and password.
2. Navigate to the **My Courses** section and select the course you would like to resubmit an assignment.
3. Be sure to open the **My Grades** tab, in the far left column to check for any comments left on previously submitted work by instructors. Select the **Course Content** to access assignments.
4. Open the particular assignment folder, or module in which you are submitting to. A new page should open up.
5. Select **Learning Activities**.
6. Click on the assignment you are trying to resubmit and navigate to the right of the screen where it says **Assignment Details**.
7. Click **Continue** under Attempt 2.
8. Scroll to the **Assignment Submission** section on the **Upload Assignment** page
9. Select **Write Submission**, **Browse My Computer**, or **Browse Content Collection** to attach work.
10. Click **Submit** at the bottom, right-hand corner of the page.



NOTE: Be sure to double-check all documents for submitting to ensure accuracy and completion.

Warning

Google Chrome was used to create these instructions. If you are using a different browser, the instructions may differ. Please do not use Internet Explorer for Blackboard.