

## Requesting an Assignment Resubmission

### Follow these steps:

The **Request Resubmission** button will change the status of the assignment on the student's Dashboard from **View Latest Submission** (yellow) to **Resubmit Assignment** (red). It will also change the status on the Assignment Progress Bar and Submission & Grades area in the faculty's view from Awaiting Assessment (yellow) to Awaiting Submission (red).

1. From the **Dashboard**, click the **Assignment Progress Bar** that corresponds with the assignment to be assessed.
2. The **Submission & Grades** tab will open. This tab corresponds with the Assignment Progress Bar and displays the names of students identified as: **Awaiting Submission**, **Awaiting Assessment**, or assessments that have been **Completed**.
3. Click on the assessed student's name.
4. Click the **Undo Assessment** button located on the top right section of the **Submission & Grades** tab.
5. From the **Awaiting Assessment** list, click the student's name whose assessment was undone.
6. Click the **Request Resubmission** button located on the top section of the student submission page.