

Blackboard: Allowing Resubmission

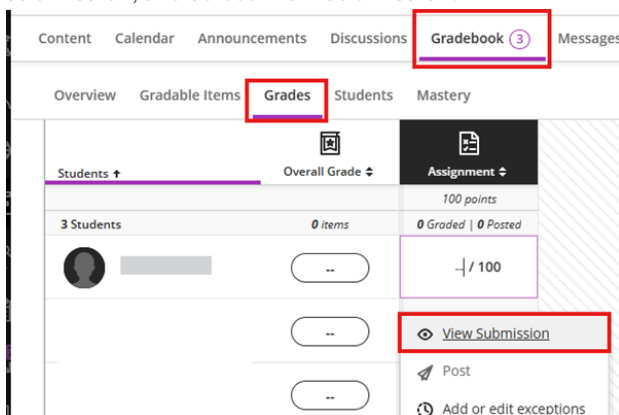
Last Modified on 16/03/2026 3:26 pm HKT

To allow students to submit a new attempt when they have submitted incorrect attempts and exhausted all available attempts:

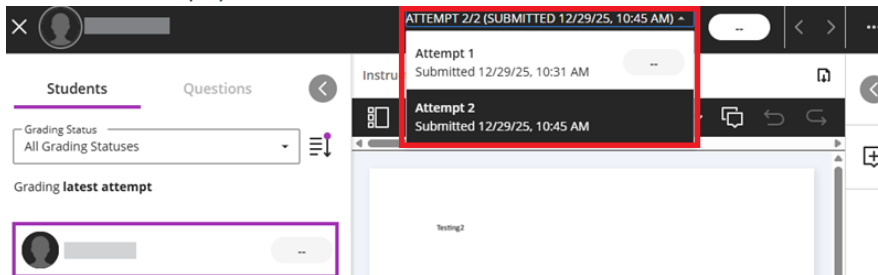
- Step 1 - Exclude the wrong attempt
- Step 2 - Allow additional attempt

Step 1 - Exclude the wrong attempt

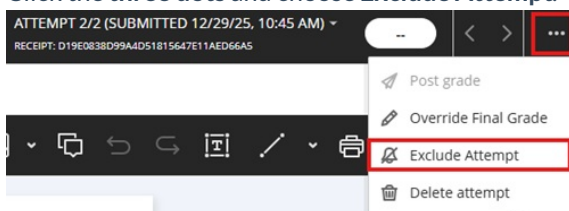
1. To access a student's submission, navigate to **Gradebook > Grades**, click the cell for the student's submission, and select **View Submission**.



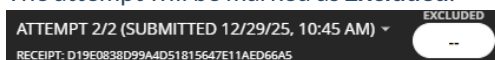
2. Select the attempt you want to exclude.



3. Click the **three dots** and choose **Exclude Attempt**.

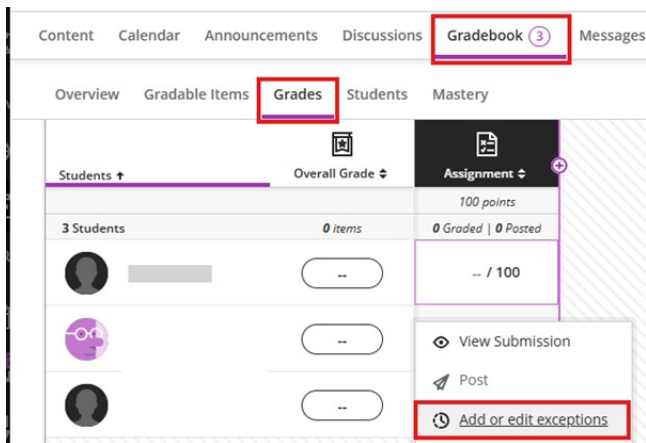


4. The attempt will be marked as **Excluded**.




Step 2 - Allow additional attempt

1. In the **Gradebook**, go to **Grades** and locate the assignment's grade column. Click the student's cell. Select **Add or Edit Exceptions**.



2. Update the **Attempts Allowed** setting. Please note that the exempted attempt is counted as one of the attempts allowed.

Attempts allowed

 Your student will not be able to make any further submissions.

Contact us: ITSC Service Desk (<https://servicedesk.itsc.cuhk.edu.hk>) / elarning@cuhk.edu.hk