



Blackboard

# Assessments

## Resetting a Test Attempt

### Issues and Answers

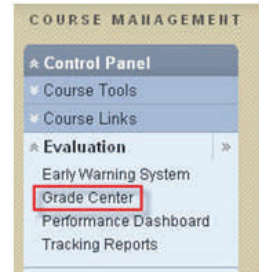
**Issue:** A test didn't automatically grade like others.

**Answer:** This could be due to a question type such as essay that must be manually graded or in a timed test where the student went beyond the allowed time. In the Grade Center you can View Grade Details on the submission to see if it is marked late then complete any grading adjustments necessary.

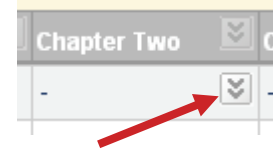
### Tips and Tricks

**Tip:** If you need to reset ALL tests for one assessment, go to that column in the Grade Center and use the action menu (chevron) for the column header. Click the option titled Clear Attempts for All Users.

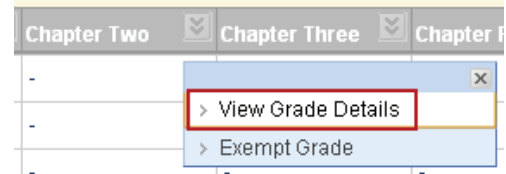
1. Locate the cell in the **Grade Center** containing the test grade you want to clear.



2. Move the mouse over the cell to see the Action Menu, chevron.



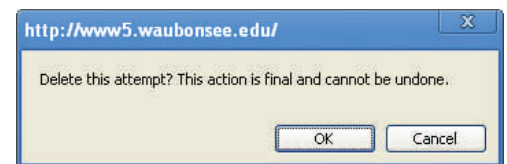
3. Click **View Grade Details** from the drop down list.



4. Click the **Clear Attempt** button on the **Grade Details** page (about half way down to the right).



5. Click **OK** to the warning message that appears.



7. Click **OK** at the bottom of the page to return to the **Grade Center**.