

How do I allow a student extra time to (re)submit an assignment submission?

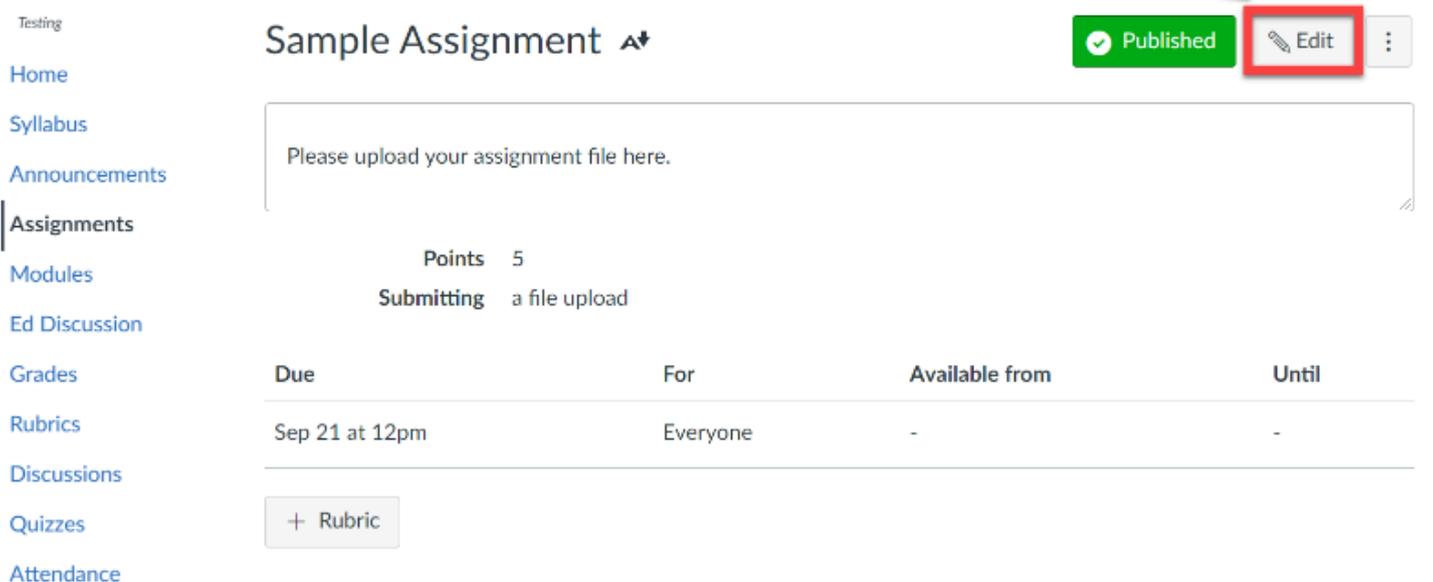
In the event that a student needs to resubmit a file to an Assignment activity that is locked because the Available / Until dates have passed, instructors can update an Assignment's settings to provide the singular student access to re-upload their work.

Individual students may need extra time to submit or even resubmit files for a variety of reasons including:

- Accessibility Accommodations
- Instructor Approved Extension
- Multiple Draft Submissions
- Uploaded Incorrect File
- Uploaded Corrupted File*

1. Navigate into your Assignment item and click the "**Edit**" button.

☰ ras277.sbx > Assignments > Sample Assignment



The screenshot shows the Canvas LMS interface for an assignment. The breadcrumb trail is "ras277.sbx > Assignments > Sample Assignment". The page title is "Sample Assignment" with a small "A+" icon. On the right side, there are two buttons: "Published" (green) and "Edit" (grey with a pencil icon). The "Edit" button is highlighted with a red box, and a red arrow points to it from a red circle containing the number "1". Below the buttons is a text area with the placeholder "Please upload your assignment file here." Below that, the assignment details are shown: "Points 5" and "Submitting a file upload". A table below shows the assignment's due date, for whom, available from, and until dates.

Due	For	Available from	Until
Sep 21 at 12pm	Everyone	-	-

Below the table is a "+ Rubric" button.

2. In the Assignment setup page, scroll down to the "**Assign**" settings.
3. Click the "**+Add**" button to add additional assign criteria.

- 💡 This process assumes that your Assignment's **Submission Attempts** setting is set to *Unlimited*, which is the default for Assignments. If you have an Assignment with **Limited** attempts set to one (1), then you will need to first delete the student's submission, then follow the steps listed above before they can resubmit.

Assign

Assign to 2

Everyone X

Due

Sep 21 12pm 📅

Tue Sep 21, 2021 12:00pm

Available from 📅 **Until** 📅

📅 Sep 21 12pm 📅

Tue Sep 21, 2021 12:00pm

3 + Add

4. In the new box that opens below the original Assign section, click into the "**Assign To**" field to select your student that needs to resubmit.
5. Set the "**Due**" date and "**Until**" date to the day and time when the student must have their file resubmitted.

Assign

Assign to

Everyone Else X

Due

Sep 21 12pm

Tue Sep 21, 2021 12:00pm

Available from

Until

Sep 21 12pm

Tue Sep 21, 2021 12:00pm

Assign to

CTL Tester03 X

Due

Sep 23 12pm

Thu Sep 23, 2021 12:00pm

Available from

Until

Sep 23 12pm

Thu Sep 23, 2021 12:00pm

+ Add

6. When done, click "**Save.**"

- ! *Students may sometimes upload a corrupted file intentionally, to give the illusion of an on time submission and thereby gain additional time to work on the assignment. Common ways of corrupting a file include changing the file extension (i.e. taking a .png file and changing it to a .doc to make it appear like a Word document), interrupting the Save / Compress file process, or downloading a file that looks corrupted when opened.