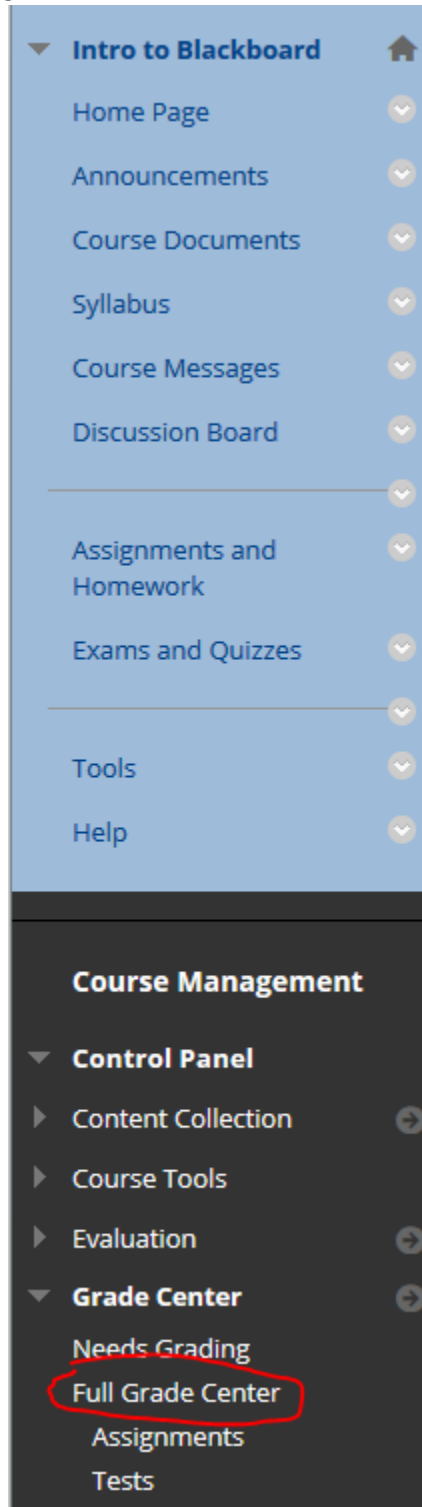


How to Bulk Download Assignments

- 1) Go to your course's homepage on Blackboard, and click on Grade Center → Full Grade Center



- 2) Go to the column where the assignment you wish to bulk download resides, and click the down chevron → Click “Assignment File Download”

Grade Center : Full Grade Center

The Full Grade Center displays all columns and rows in the Grade Center and is the default view of the Grade Center. [More Help](#)

Create Column Create Calculated Column Manage Reports Filter Discover Content

Sort Columns By: Layout Position Order: Last Saved: November

	LAST NAME	FIRST NAME	LAST ACCESS	TOTAL	HW #1	PRACTICE TEST	WEEK 1 DISCUSSION	HW23	TURNITIN ASSIGNMENT #2	HW10	FINA
<input type="checkbox"/>	Stestperson10	Student	October 27, 2020	..	95.00	95.00
<input type="checkbox"/>	Stestperson9	Student	November 16, 2021	193.00	95.00	..	98.00

Selected Rows: 0

Move To Top Email

- Quick Column Information
- Send Reminder
- Change Due Date
- Grade Attempts
- Grade with User Names Hidden
- Assignment File Download
- Assignment File Cleanup
- View Grade History
- Edit Column Information
- Column Statistics
- Set as External Grade
- Hide from students (on/off)
- Clear Attempts for All Users
- Sort Ascending
- Sort Descending
- Hide from Instructor View

- 3) On the next page, select each, or all students whose assignments you want to download. After the boxes are checked next to the names of the students whose submission you want to download, please click “Submit” on the bottom right.

Download Assignment: HW10

Download and view student assignment submissions by selecting one or more usernames and clicking **Submit**. Selected assignments are packaged as a ZIP file. Click the link to save the file to your computer.

SELECT USERS

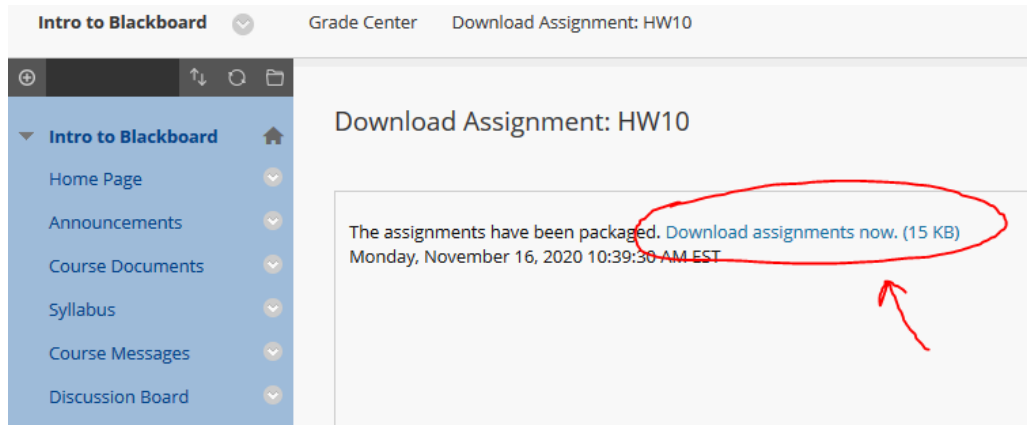
<input type="checkbox"/>	NAME	DATE	GRADE
<input type="checkbox"/>	Stestperson10, Student		Not Available
<input checked="" type="checkbox"/>	Stestperson9, Student	Monday, November 2, 2020 12:52:37 PM EST	Needs Grading

Displaying 1 to 2 of 2 items Show All Edit Paging...

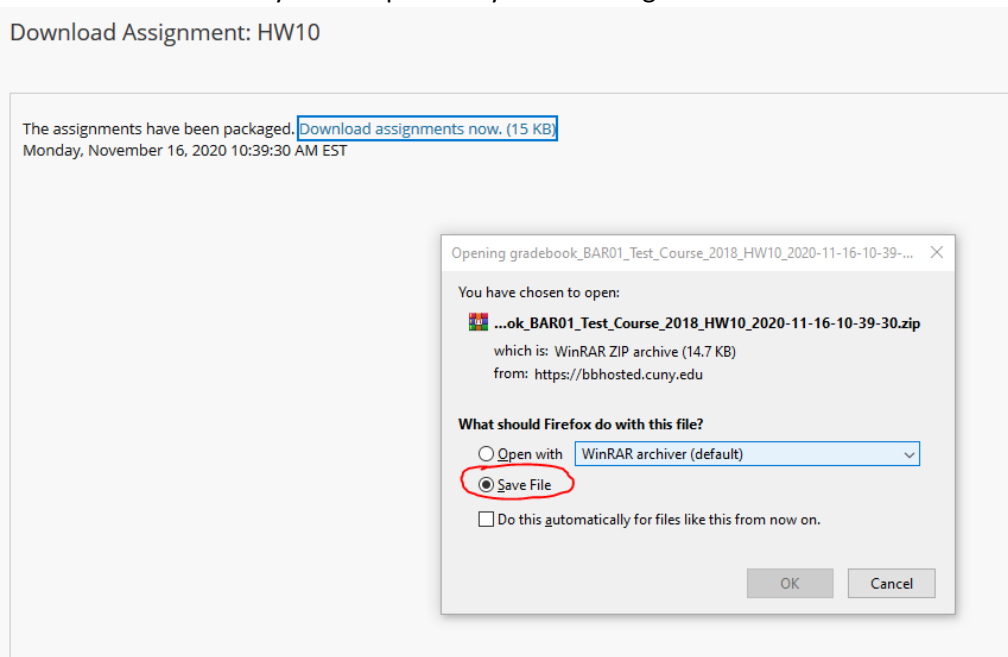
Click **Submit** to proceed.

Cancel **Submit**

- 4) Click the “Download assignments now” link.



- 5) Please note: the assignment(s) will be packaged into a zip file which you can save on to a location on your computer. You can then extract the downloaded assignments from the zip file to another location on your computer of your choosing.



Once the zip file is on your computer, you can open and extract the contents as you normally. The student submissions are within the .zip file.

