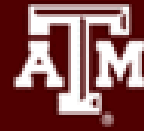

WebAssign® at



TEXAS A&M
UNIVERSITY

Granting Assignment Extensions and Submissions

Selecting the Assignment

- From the My Classes screen , locate the desired class and assignment.
- To the right of the assignment, click schedule.
- This will redirect you to the scheduling page.

HW 18 Math 131 09A (Sect. 3-4)

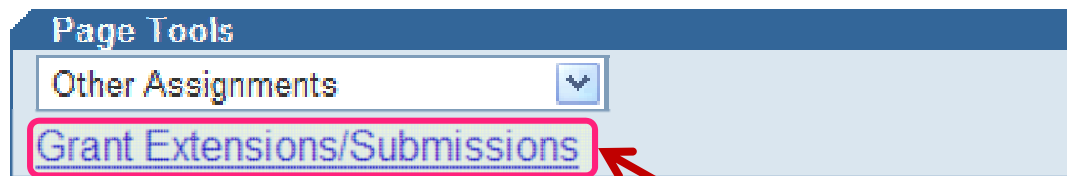
[view](#) | [edit](#) [schedule](#) [scores](#)

Click Here



Assignment Dates

- In the upper-right corner click Grant Extensions/Submissions




Click Here

- This will redirect you to a page listing current students and current faculty with student access

Changing Student Due Date

- You may now change the due date, number of submissions, or penalties to any current student
- To change the due date, click the calendar and select a date from the pop-up menu (do not forget to click enter)

Click Here

Current Students						
Name	Due		Submissions		Penalty	
John David	 Jan 9 2009 11:59 AM	CST	3		ND	<input type="radio"/> %unearned <input type="radio"/> %total <input checked="" type="radio"/> points

<< January 2009 >>

S	M	T	W	T	F	S
28	29	30	31	01	02	03
04	05	06	07	08	09	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

January 01 2009

11 AM 59

Click Here

Changing Student Submissions

- To change the number of submissions for a student, simply click inside the submissions box, clear any data, and input the desired number of submissions

The screenshot shows a table with the following columns: Name, Due, Submissions, and Penalty. The 'Submissions' column for 'John David' contains the number '3'. A red arrow points from the text 'Input Here' to this cell.

Current Students	Due	Submissions	Penalty
Name John David	Jan 9 2009 11:59 AM CST	3	ND <input type="text"/> <input type="radio"/> %unearned <input type="radio"/> %total <input checked="" type="radio"/> points

Setting Student Penalties

- To set student penalties, select which type of penalty is desired and the amount for the penalty. The penalty you input into the box is the amount the assignment is *reduced* by.

Select Here

Current Students			
Name	Due	Submissions	Penalty ?
John David	<input type="text" value="Jan 9 2009 11:59 AM"/> CST	<input type="text" value="3"/>	ND <input type="text" value=""/> <input type="radio"/> %unearned <input type="radio"/> %total <input checked="" type="radio"/> points

Input Here

- If you need clarification on the types of penalties, click the question bubble next to “Penalty”

Click Here

Current Students			
Name	Due	Submissions	Penalty ?
John David	<input type="text" value="Jan 9 2009 11:59 AM"/> CST	<input type="text" value="3"/>	ND <input type="text" value=""/> <input type="radio"/> %unearned <input type="radio"/> %total <input checked="" type="radio"/> points

Saving Extension/Submission Details

- Once all desired extension/submission details have been set, it is necessary to SAVE all changes by clicking the one of the two save buttons
- If you do not save, you will have to do all that again, so make sure you save

Click Here



Save

Reset