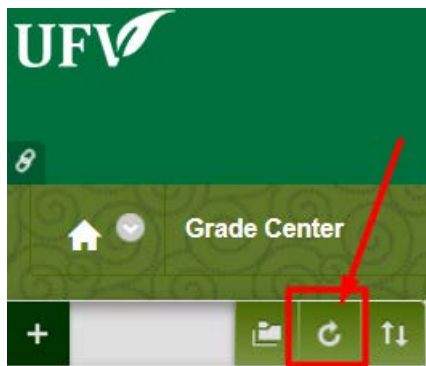


“In Progress” Test in Full Grade Center

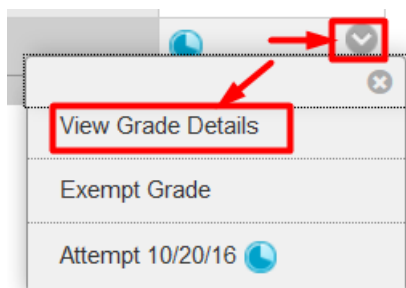
Problem: The student started a test but couldn't complete it for a long time. The test's due date has already passed. The instructor cannot grade it.



1] **Grade Center** > **Full Grade Center** > “Refresh”



2] Find the **test in progress** > move your mouse to the right of the “in progress” icon > **action link** > **View Grade Details**



3] Grade Attempt

Attempts		Manual Override	Column Details	Grade History		
				Delete	Last Attempt	Go
Date Created	Date Submitted (or Saved)	Value	Feedback to Learner	Grading Notes	Actions	
Oct 20, 2016 3:45:07 PM	Oct 20, 2016 3:45:07 PM (In progress)				Grade Attempt Clear Attempt	

4] Action link to the left of Test Information > Submit Attempt

Viewing 6 of 6 gradable items

zz-testing-student13 zz-testing-student13 (Attempt 1 of 1)

Test Information

Current Grade - out of 100 points

Status In Progress [Submit Attempt](#)

Attempt Score - out of 100 points

5] OK => This action is final and cannot be undone.

Submit this attempt on behalf of the student? This action is final and cannot be undone.

[OK](#) [Cancel](#)

6] If you can see “**Success: Attempt Submitted**” at the top and “**Status Completed**” under “**Test Information**”, click on **Save and Exit**.

Success: Attempt Submitted

Grade Test: Test #1

Assign a grade and feedback for the current test attempt. Expand the **Test Information** section to clear the student's attempt or edit the test. [More Help](#)

Jump to...

Hide User Names

Viewing 6 of 6 gradable items



zz-testing-student13 zz-testing-student13 (Attempt 1 of 1)

Exit

Save and Exit



Test Information

Current Grade - out of 100 points

Status **Completed**