

How to Download Assignment Submissions

The following instructions will demonstrate how to download assignments that have been submitted by students in D2L Brightspace:

1. Enter the **Assignments** tool.
2. Locate the **assignment folder** that you would like to download submissions for (See Figure 1).
3. Click the **Context Menu** next to the assignment name (See Figure 1).
4. Click **View Submissions** (See Figure 1).

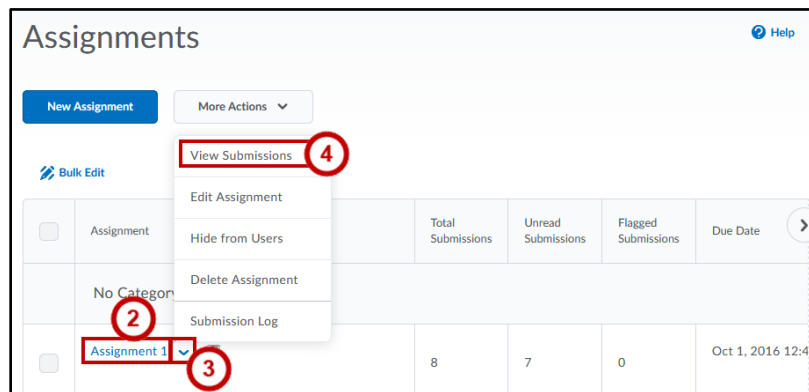


Figure 1 - View Submissions

5. The *Submissions* for the selected folder will open. Scroll **down** to view available submissions.
6. Click the **Select All** checkbox to select all student submissions (See Figure 2).
7. Click the **Download** button (See Figure 2).

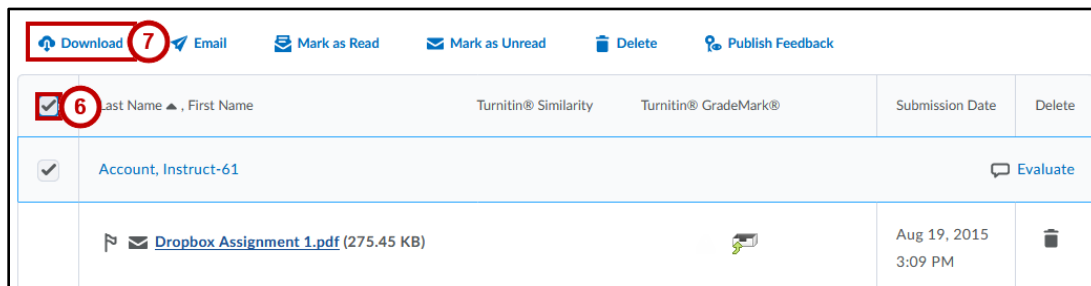


Figure 2 - Download Submissions

8. Once the files are ready, click the **zip** file to download it to your computer.

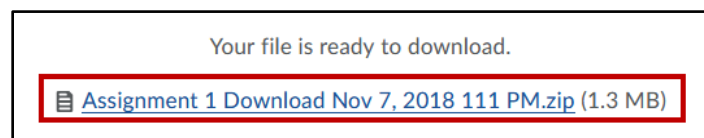


Figure 3 - Download Zip File