

Resetting Student Quiz Attempts

Sometimes something happens during quizzes and exams that negates a student's attempt, like a power or internet outage or an emergency. When this happens, follow these steps to erase a students' quiz attempt:

1. Go to "Activities" -> "Quizzes".
2. Find the Quiz you want to erase an attempt for and click the drop-down menu next to the title. Click "Grade".
3. This is the Grading interface. Find the search bar, and out next to it click the blue words that say "Show search options."
4. Go down to the "Restrict to:" drop-down menu and change it to "All Users".
5. Input your student's name – first or last or both – into the search bar. Hit enter to search.
6. This search should pull up your student's attempt in progress. To delete this attempt, select the checkbox next to the attempt number ("attempt 1," for example) and then hit the "Reset" button above the student name table. It is the button with the trashcan beside it.

This will completely erase your student's attempt, allowing them to re-enter the quiz so that they can start fresh.