



Downloading Assignment Submissions – D2L Tutorial

This tutorial is for faculty who have previous experience using the Assignments tool in D2L. For further information or assistance, go to our [Team Dynamix Support portal](#) and click the appropriate Category to submit a ticket.

Scenario

This tutorial will cover the steps involved when you wish to download student submissions for an Assignment to your own computer/device.

Steps

1. Go to the **Assignments** tool in your course.
2. Click on the title of the Assignment you wish to see submissions for.

The screenshot shows the 'Assignments' tool interface. At the top, there is a 'New Assignment' button and a 'More Actions' dropdown. Below that is a 'Bulk Edit' link. The main part of the interface is a table with columns: Folder, Completed, Evaluated, Feedback Published, and Due Date. The table contains several rows of assignments. The first row is 'Assignment 1', which is highlighted with a red box and a red arrow pointing to it. The other rows are 'Assignment 2', 'Assignment 3', 'Text submission assignment', and 'On-Paper Submission - manually by learner'. The 'Completed' column shows the number of completed submissions out of the total (e.g., 5/9 for Assignment 1). The 'Evaluated' column shows the number of evaluated submissions (e.g., 2/9 for Assignment 1). The 'Feedback Published' column shows the number of published feedback items (e.g., 1/9 for Assignment 1). The 'Due Date' column shows the due date for the assignment (e.g., Jun 13, 2014 9:00 PM for Assignment 3).

| | Folder | Completed | Evaluated | Feedback Published | Due Date |
|--------------------------|---|-----------|-----------|--------------------|----------------------|
| | No Category | | | | |
| <input type="checkbox"/> | Assignment 1 | 5/9 | 2/9 | 1/9 | |
| <input type="checkbox"/> | Assignment 2 | 3/9 | 3/9 | 3/9 | |
| <input type="checkbox"/> | Assignment 3 | 0/9 | 0/9 | 0/9 | Jun 13, 2014 9:00 PM |
| <input type="checkbox"/> | Text submission assignment | 1/9 | 0/9 | 0/9 | |
| <input type="checkbox"/> | On-Paper Submission - manually by learner | 1/9 | 0/9 | 0/9 | |



3. Select the student/s whose submissions you wish to download (click the top select box to select ALL students). Click **Download**.

Assignment 1 - Folder Submissions

Users | Submissions

View By: User Apply

Search For... Show Search Options

Download | Email | Mark as Read | Mark as Unread | Delete | Publish Feedback

| <input checked="" type="checkbox"/> | Last Name ▲, First Name | Submission Date | Delete |
|-------------------------------------|---|----------------------------------|--------|
| <input checked="" type="checkbox"/> | Student, Training01 | Draft Saved: Jun 4, 2020 4:18 PM | |
| | media-elements-defined.mp4 (44.22 MB) | Sep 26, 2019 2:57 PM | |
| <input checked="" type="checkbox"/> | Student, Training04 | Published: Apr 23, 2020 3:21 PM | |
| | PrintingContentStudent-August2018.pdf (898.49 KB) | May 24, 2019 12:59 PM | |

20 per page

4. You will see a new window open, and a zip file created. Click the zip file link to download it to your computer, and then click **Close**.

Downloading Files

Your file is ready to download.

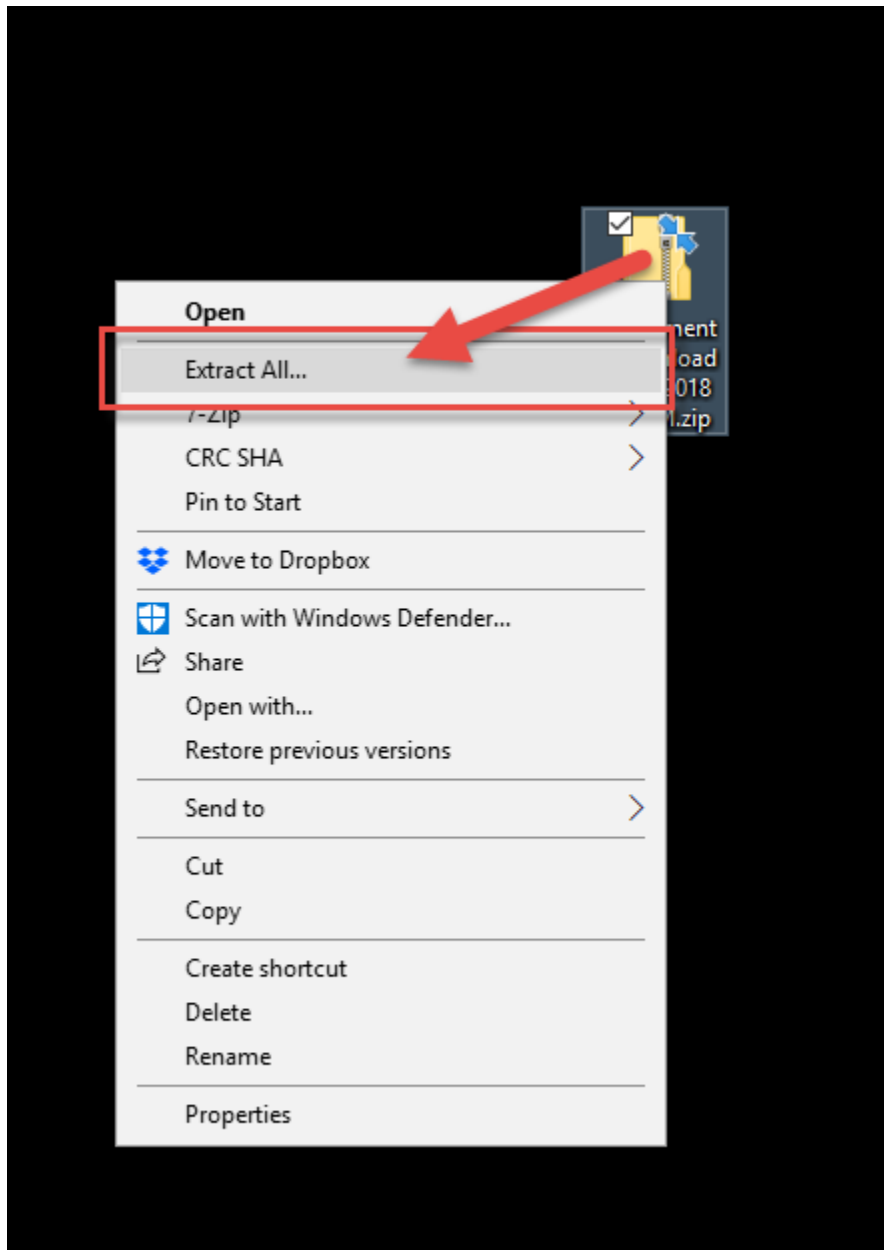
[Assignment 1 Download Oct 1, 2018 159 PM.zip \(1.92 MB\)](#)

Close

Assignment 1 Dow....zip



5. Find the zip file on your computer, and extract the files. On a Windows machine, you can use your right mouse button to click on the file, and select **Extract All**. Once all the student assignment files are extracted/unzipped, you can open them and add comments, track changes, etc.



Things to Remember

Downloading all submissions is called a bulk download. You can also **Bulk Upload** feedback files for your students. See the tutorial *Bulk Upload of Feedback Files* for more information.



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