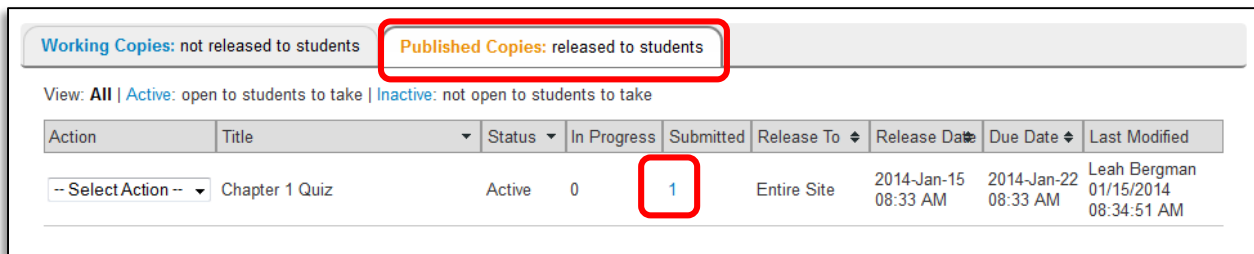


Isidore Tip – Allowing a Student to Retake an Assessment

Did a student report problems while taking an assessment? Would you like to give a student another try on an exam that they didn't do so great on? This tip will show you how to allow individual students to retake an assessment in Isidore's Tests & Quizzes tool.

1. From within your Isidore site, navigate to the Tests & Quizzes tool. Click on the “Published Copies: released to students” tab.
2. Locate the assessment you would like to let a student retake and click on the “# submitted” link to the right of the assessment.

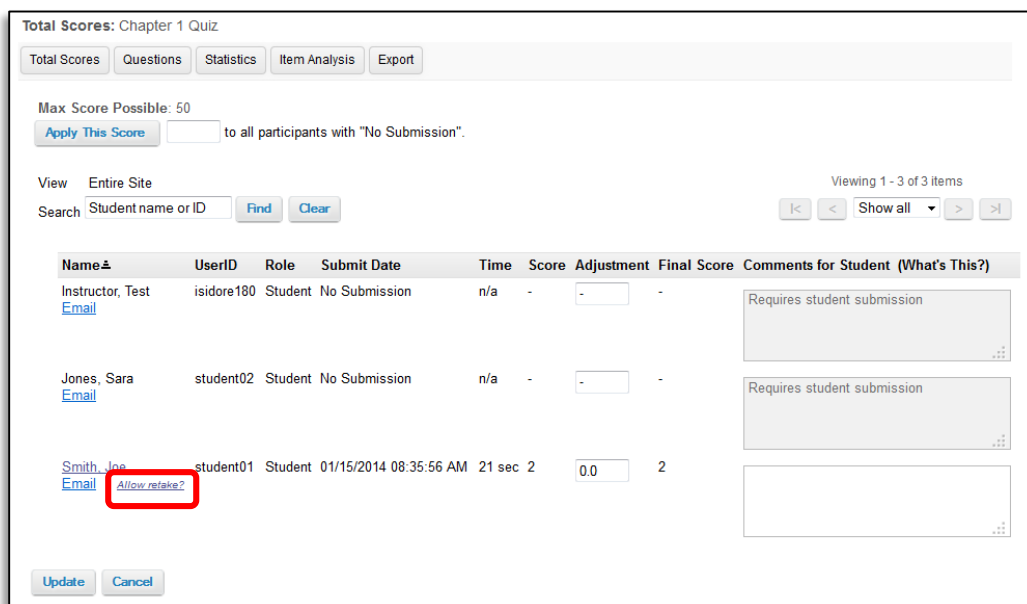


Working Copies: not released to students | **Published Copies: released to students**

View: All | Active: open to students to take | Inactive: not open to students to take

Action	Title	Status	In Progress	Submitted	Release To	Release Date	Due Date	Last Modified
-- Select Action --	Chapter 1 Quiz	Active	0	1	Entire Site	2014-Jan-15 08:33 AM	2014-Jan-22 08:33 AM	Leah Bergman 01/15/2014 08:34:51 AM

3. Click on the “Allow retake?” link next to the student’s name. If the due date of the exam has not yet hit, then this is all you need to do. The student should now have access to retake the exam. **If the due date has passed, please proceed to Step 4.**



Total Scores: Chapter 1 Quiz

Total Scores | Questions | Statistics | Item Analysis | Export

Max Score Possible: 50
[Apply This Score](#) to all participants with "No Submission".

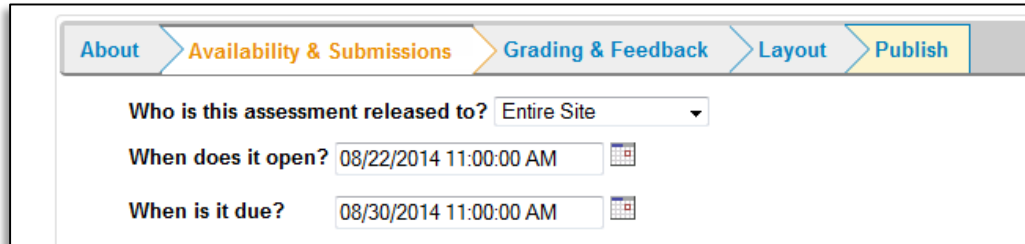
View: Entire Site | Viewing 1 - 3 of 3 items

Search: Student name or ID [Find](#) [Clear](#)

Name	UserID	Role	Submit Date	Time	Score	Adjustment	Final Score	Comments for Student (What's This?)
Instructor, Test Email	isidore180	Student	No Submission	n/a	-	-	-	Requires student submission
Jones, Sara Email	student02	Student	No Submission	n/a	-	-	-	Requires student submission
Smith, Joe Email	student01	Student	01/15/2014 08:35:56 AM	21 sec	2	0.0	2	Allow retake?

[Update](#) [Cancel](#)

4. Navigate back to the “Published Copies” tab. If the due date has passed, then you will need to click on the “Select Action” drop-down menu to the left of the assessment and select “Settings.” You’ll need to adjust the due date (under “Availability & Submissions”) before the student has access to retake the assessment. Please make sure you scroll down and click the “Save & Exit” button after you’ve adjusted the due date. The student(s) will now have access to retake the assessment.



The screenshot shows a settings panel with a breadcrumb trail at the top: **About** > **Availability & Submissions** > **Grading & Feedback** > **Layout** > **Publish**. The **Availability & Submissions** tab is active. Below the breadcrumb trail, there are three settings:

- Who is this assessment released to?** with a dropdown menu set to **Entire Site**.
- When does it open?** with a text input field containing **08/22/2014 11:00:00 AM** and a calendar icon to its right.
- When is it due?** with a text input field containing **08/30/2014 11:00:00 AM** and a calendar icon to its right.