

# Downloading Assignments from Blackboard

1. Make sure you click Create Printable View after ticking ALL the submissions (Select all submissions by clicking on the Title box)

## Assignment Dropbox

Submitted Not Submitted Graded Published All

The Submitted tab contains submissions that are ready for review and have not been returned to Students.

<input checked="" type="checkbox"/> Title	Assigned to	Attempt	Due Date
<input checked="" type="checkbox"/> Case Study	Demo Student(webct_demo_12269173031)	1	January 3, 2011 12:00 PM <b>Late</b>
<input checked="" type="checkbox"/> <a href="#">Create Printable View</a>			

= Student can take back for editing

2. Select Save To File

## Compiled Submissions

Print Save to File Cancel

**Submission: Case Study - Submitter: Demo Student**

3. Note name of zip file

Selected submissions have been saved to your Content Manager, accessible from My Blackboard  
2010\_88888-AssignmentSubmissions-2011-Jan-05-06-32-19.zip

OK

4. Select the Content Manager Tab from the Blackboard Home Screen. Select the zip file and click on Copy

Content Manager

Your location: My Files

My Files

Create File Get Files Create Folder

Title
<input type="checkbox"/> 2010_88888-AssignmentSubmissions-2011-Jan-05-06-30-03.zip
<input checked="" type="checkbox"/> 2010_88888-AssignmentSubmissions-2011-Jan-05-06-32-19.zip

Copy Move Zip Delete

5. Click on My Computer and select a location where you want to copy the Zip file to. (Note you may have to select the option to Download File as per screenshot below)

Blackboard Learning System - Microsoft Internet Explorer provided by Cork Institute of Technology

https://cit.blackboard.com/webct/unw/lc5122011.tp0/cobalt/MainFrame.doweibct

File Edit View Favorites Tools Help

Blackboard Learning System

To help protect your security, Internet Explorer blocked this site from downloading files to your computer. Click here for more information.

Download File...  
What's the Risk?  
Information Bar Help

My Blackboard Administration Content Manager

My Files System Files

My Files Your location: My Files

The resultant Zip file can then be unzipped and the files extracted.