

How to submit incomplete attempts on behalf of students?

You can see the student attempts from the **RESULTS** page. To access this page from your Quiz main page where all your quizzes are listed, you will first need to edit the quiz. You can do so by either one of this method:

- Click the quiz title that you want to view.
- Click the **Edit** button located in the ellipsis of your quiz.





The first page you will see is the CONFIGURE page. Click the **RESULTS** tab to access the RESULTS page.

The screenshot shows the LumiNUS interface. The top header includes the LumiNUS logo, the text 'AY2017/2018, Special Term II, Week 3', and user information 'Wee Ying Qin'. The navigation menu on the left includes 'MY MODULES', 'MODULE SEARCH', 'CONTENT BANKS', 'RESEARCH RECRUITMENT', 'GUESTS & GROUPS', and 'STUDENT FEEDBACK'. The main content area shows 'Quiz > quiz1' with tabs for 'CONFIGURE', 'BUILD', 'MARKING SCHEME', 'RESULTS', and 'ANALYTICS'. The 'RESULTS' tab is active, displaying a 'COMPLETION STATUS' bar (green and red) and a 'STUDENT ATTEMPTS' table. A dropdown menu is open, showing options like 'All attempts', 'Unmarked questions', 'First attempts', 'Last attempts', 'Best attempts', 'Incomplete/unsubmitted attempts', and 'Students who have not attempted'. The table shows one student attempt: 'Tang Wu t09084...' with a status of 'Comple...'. A right sidebar contains an 'EXPORT ATTEMPT TO EXCEL' button and options for 'Remark', 'Delete all attempts', and 'Submit all attempts'.

The Results page will show all students who have attempted the quiz. Their status will be marked as **Completed** if they have submitted / completed the quiz and **Incomplete** if they have started but have not submitted / completed the quiz. Select **Incomplete/unsubmitted attempts** from the dropdown to filter out incomplete attempts.

The close-up screenshot shows the 'STUDENT ATTEMPTS' table. The table has columns for 'Student Name/Number', 'Taken on', 'Time Taken', 'Marks Scored', 'Unmarked Questions', and 'Status'. The 'Status' column shows 'Incomplete' for one student and 'Completed' for another. A dropdown menu is open, showing 'Incomplete/unsubmitted attempts' selected. The table shows one incomplete attempt: 'Charlize Leong MC T0908423' with a time taken of '2:19:53' and a status of 'Incomplete'. Another attempt is shown as 'Completed'.

In each incomplete attempt, you will see an ... ellipsis with **Edit**, **Delete** and **Submit** button. Click **Submit** button to submit that specific incomplete attempt on behalf of student.

Student Name / Number	Taken On	Time Taken	Marks Scored	Unmarked Questions	Status
Charlize Leong MC T0908423	10 Oct 2019 4:14 pm	2:19:53			Incomplete    

If the quiz has closed, you will see a **Submit all attempts** link on the right menu. You can click that link to submit **All incomplete attempts** instead.