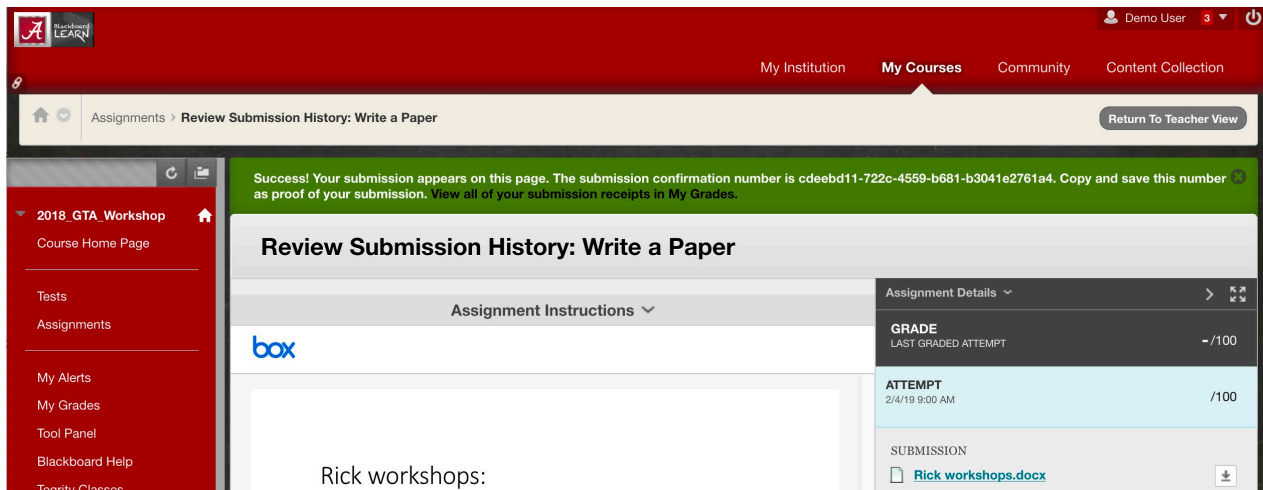


Submission Receipts in Blackboard

Blackboard now generates submission receipts when assignments are submitted. The receipts are stored in Blackboard, and they can be reviewed later.

Students:

When an assignment is submitted, you will receive a confirmation notice across the top of the submission window. The notice will contain the submission receipt number. NOTE: The Blackboard app does not generate the confirmation notice.



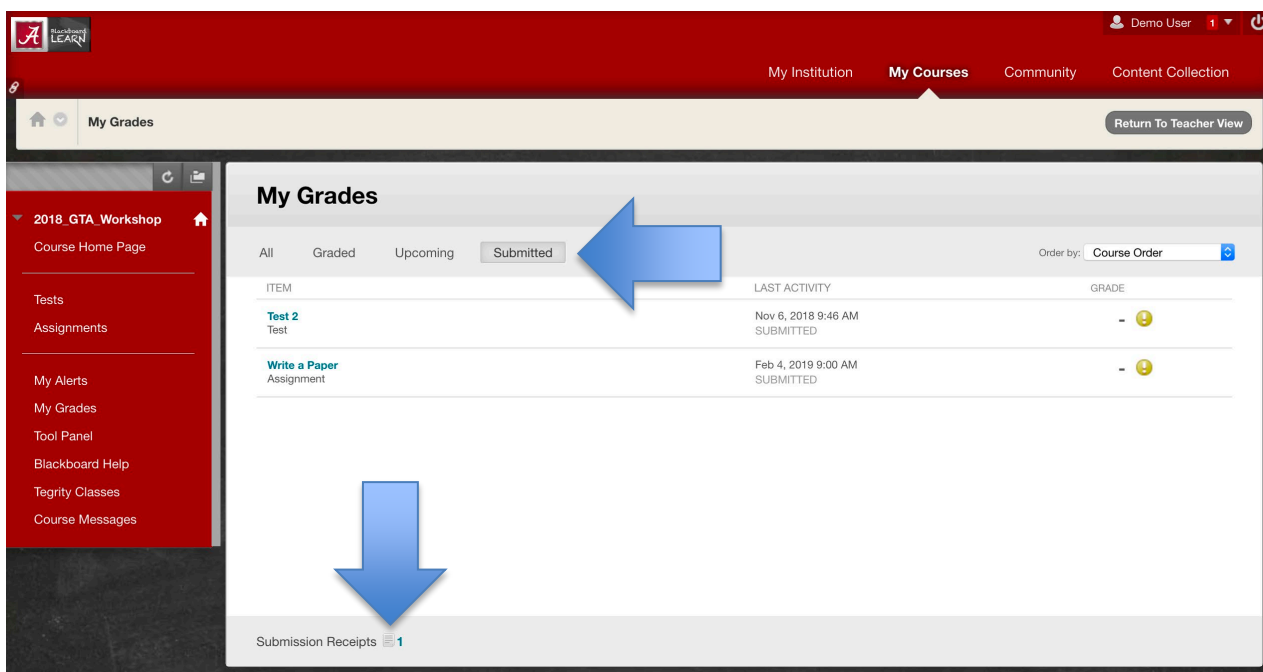
The screenshot shows the Blackboard interface for a course titled "2018_GTA_Workshop". The user is logged in as "Demo User". The page is titled "Review Submission History: Write a Paper". A green success message at the top states: "Success! Your submission appears on this page. The submission confirmation number is cdeebd11-722c-4559-b681-b3041e2761a4. Copy and save this number as proof of your submission. View all of your submission receipts in My Grades." Below this, the page is divided into two main sections. On the left, under "Assignment Instructions", there is a "box" logo and the text "Rick workshops:". On the right, under "Assignment Details", there is a table showing submission information:

GRADE	LAST GRADED ATTEMPT
-	/100

ATTEMPT	GRADE
2/4/19 9:00 AM	/100

SUBMISSION
Rick workshops.docx

The submission receipt is also recorded for you in Blackboard. You can access it later by going to My Grades, under the Submitted tab. At the bottom left of this window is the link to your stored Submission Receipts for the course. Click the number to view your stored receipts.



The screenshot shows the Blackboard "My Grades" page for the same course. The "Submitted" tab is selected, and a blue arrow points to it. The page displays a table of submitted items:

ITEM	LAST ACTIVITY	GRADE
Test 2 Test	Nov 6, 2018 9:46 AM SUBMITTED	-
Write a Paper Assignment	Feb 4, 2019 9:00 AM SUBMITTED	-

At the bottom left of the page, there is a link "Submission Receipts" with a small icon and the number "1". A blue arrow points down to this link.

Your Submission Receipts will display.

Submission Receipts

Each student submission receives a unique confirmation number that verifies that the submission was received. Receipts are maintained when an attempt, gradable item, or student is removed from the course. The Submitter column lists who made the submission in the case of groups. Only students are allowed to view the submission receipt while names are hidden during anonymous grading.

Confirmation Number	Submitter	Coursework	Date	Submission	Size
cdeebd11-722c-4559-b681-b3041e2761a4	Demo User	Write a Paper	Feb 4, 2019 9:00 AM	Rick workshops.docx	13.1kb

Displaying 1 to 1 of 1 items | [Show All](#) [Edit Paging...](#)

Instructors

Instructors can view students' Submission Receipts by going to the Grade Center, clicking on the Reports tab, and selecting Submission Receipts.

Grade Center : Full Grade Center

The Full Grade Center displays all columns and rows in the Grade Center and is the default view of the Grade Center. [More Help](#)

Create Column Create Calculated Column Manage Reports Filter Discover Content Work Offline

Grade Information Bar

Move To Top Email

Position Order: Descending Last Saved: February 4, 2019 9:00 AM

Last Name	First Name	Username	Student ID	Last Access	Availability	Weighted Total	Total
User	Demo	bb_demo_138069		February 4, 2019	Available	--	105.00

Selected Rows: 0

Move To Top Email

Icon Legend

Edit Rows Displayed

This will open the Submission Receipts window, which allows you to search for individual students.

Submission Receipts

Each student submission receives a unique confirmation number that verifies that the submission was received. Receipts are maintained when an attempt, gradable item, or student is removed from the course. The Submitter column lists who made the submission in the case of groups. Only students are allowed to view the submission receipt while names are hidden during anonymous grading.

User Name Contains demo Go Options: User Information

Confirmation Number	Student	Submitter	Coursework	Date	Submission	Size
cdeebd11-722c-4559-b681-b3041e2761a4	Demo User	Demo User	Write a Paper	Feb 4, 2019 9:00 AM	Rick workshops.docx	13.1kb

Displaying 1 to 1 of 1 items | [Show All](#) [Edit Paging...](#)

Blackboard displays all of the available Submission Receipts available for the student. If there is ever a discrepancy, contact the FRC with the Submission Receipt number so that it can be tracked.

For more information, contact the Faculty Resource Center at 205.348.3532 or frc@ua.edu or visit our website at <http://frc.ua.edu>.

Last updated 4 February 2019