

## Werkinstructies

# How can I resubmit assignments?

Teachers can permit students to upload multiple files to an assignment or limit it to just one file. Whether you can upload more than one file to an assignment depends on how your teacher configured it.

When multiple attempts are allowed, a teacher can select two options:

1. Only the most recent attempt is saved.
2. All attempts are saved.

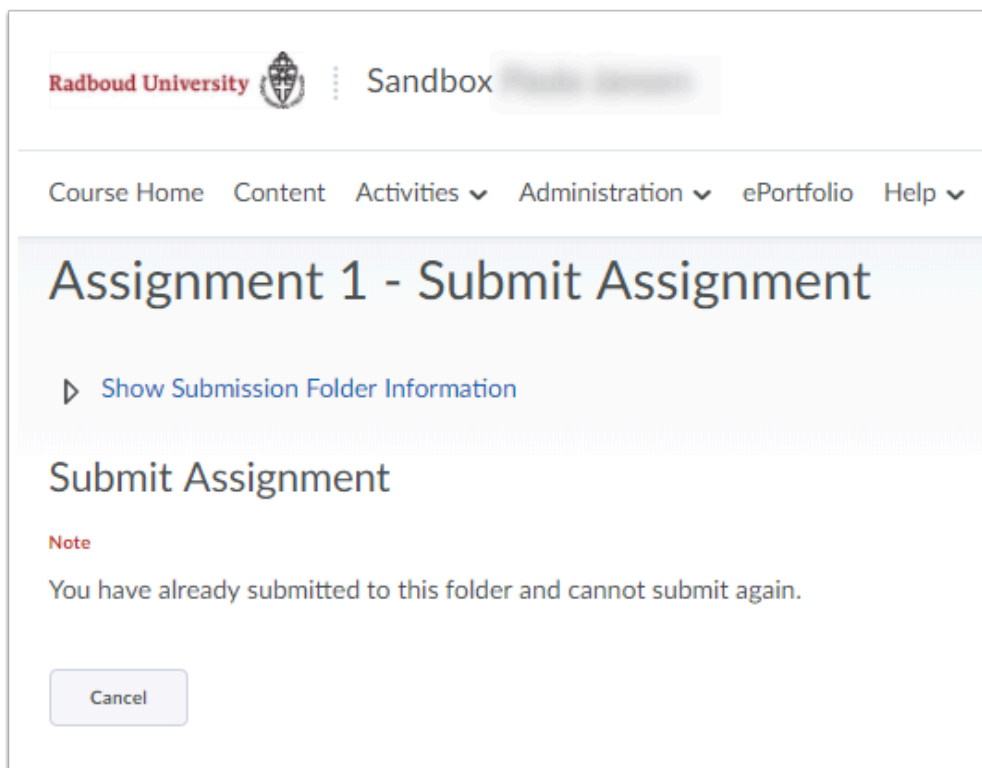
[Only one submission allowed](#)

[Only the most recent submission is kept](#)

[All submissions are kept](#)

## Only one submission allowed

- Go to **Activities** in your course's navbar.
- Click **Assignments**.
- Click the Assignment you want to hand in.



The screenshot shows the top navigation bar of a Canvas LMS course. The course name is "Sandbox" and the user is logged in. The navigation menu includes "Course Home", "Content", "Activities", "Administration", "ePortfolio", and "Help". The "Activities" menu is expanded, showing "Assignment 1 - Submit Assignment". Below this, there is a link "Show Submission Folder Information". The main content area is titled "Submit Assignment". A red "Note" icon is followed by the message: "You have already submitted to this folder and cannot submit again." At the bottom left, there is a "Cancel" button.

If you cannot upload the assignment more than once, you will receive an error message:  
**You have already submitted to this folder and cannot submit again.**

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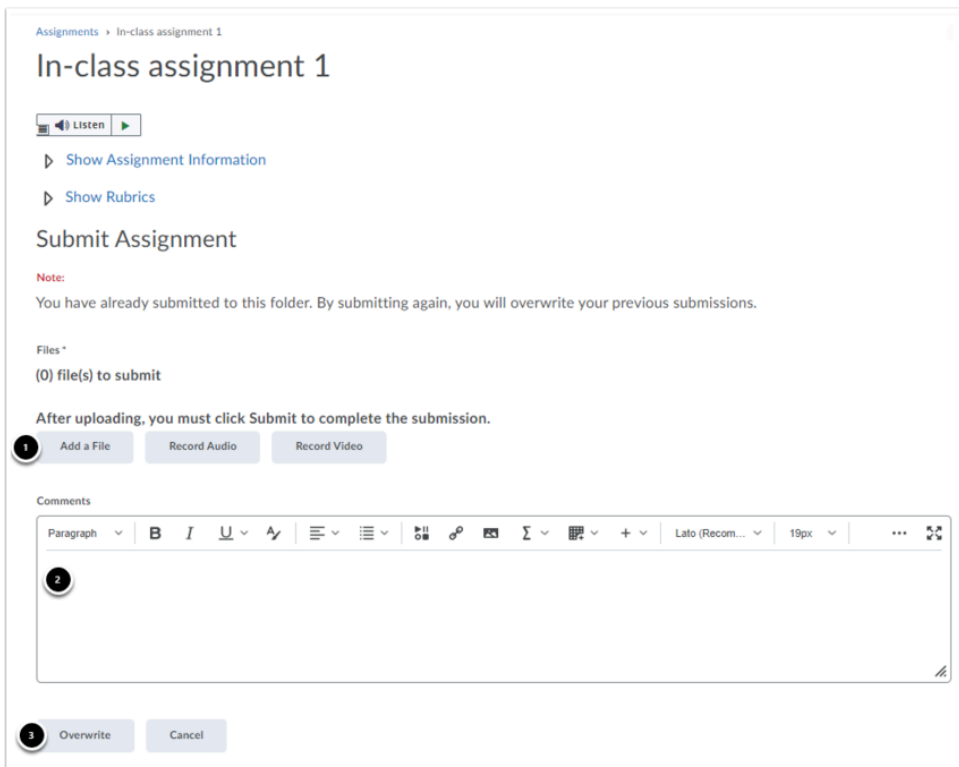
- Click **Cancel** to return to the Assignment Submission Folder homepage.



If you have only one submission attempt, you will have to contact your teacher and ask to remove your already submitted file before you can submit a new file. It is up to your teacher to decide if your request is granted or not.

## Only the most recent submission is kept

- Go to **Activities** in your course's navbar.
- Click **Assignments**.
- Click the Assignment you want to hand in.

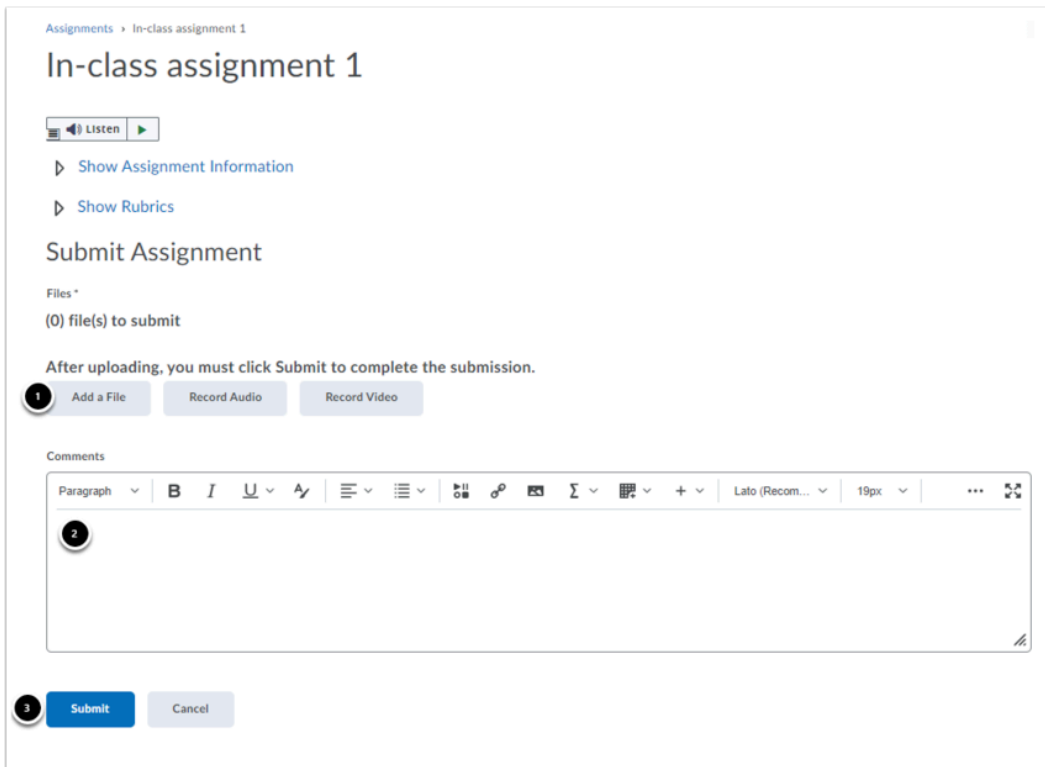


If you are allowed to upload another file, overwriting your old one, the following message will appear: **You have already submitted to this folder. By submitting again, you will overwrite your previous submissions.**

1. Click **Add a File/Record Audio/Record Video** to upload your document or multimedia file.
2. Add any comments below **Comments**.
3. Click **Overwrite** to replace your previous submission attempt with your new file.

## All submissions are kept

- Go to **Activities** in your course's navbar.
- Click **Assignments**.
- Click the Assignment you want to hand in.



If you are allowed to reupload your assignment, and all submissions are kept, you will not receive any kind of message.

1. Click **Add a File/Record Audio/Record Video** to add your document or multimedia file.
2. Add any comments below **Comments**.
3. Click **Submit** to hand in your new submission attempt.



In the overview on the Assignment Submission Folder homepage, you can see how many files you have uploaded in the **Submissions** column. This number goes up with each submission attempt, even if the assignment only keeps the most recent attempt. This column does not show the number of submission

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attempts, but the number of files you have submitted, regardless of the assignment settings.