Faculty: Batch Download Student Assignment Files

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Student assignment files can easily be downloaded in a single batch. Moodle will assign the student's name and the name of the assignment to each file submitted, so each file will have a unique name when it is downloaded.

Download All Submissions

Follow these steps to download all the files associated with an assignment:

1. Click on the name of the assignment to open it.
2. Click on the **Submissions**
3. Click on the **Select all** submissions box on the left, then choose **Download** from the options at the bottom of the page. **Note**: Unless students have submitted multiple files, be sure that the **Download submissions in folders** option just above the submission details is *not* selected. Moodle generally remembers your preference, but you may want to check before downloading to make sure the folder setting meets your needs.
4. Save the resulting zip file to your computer.
5. Open each file to view or print it, or extract all files to save and manipulate them on your computer.
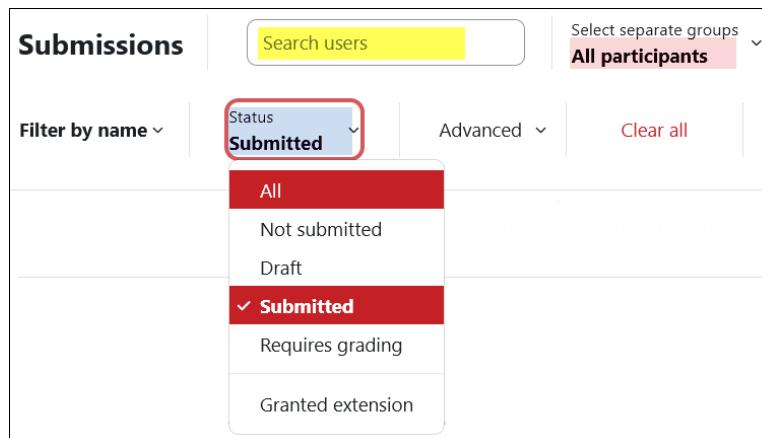
Download Select Submissions

While being able to download all of the submissions to an assignment link is really handy, you can also select just a handful of assignments if you wish, rather than having to download all of them. To select student submissions:

- Search for a particular student.
- Select a specific **Group**.
- Filter by submission **Status**.

Check the box to the left of the student name for each of the submissions you want to download, then click on **Download** as above.