

## Downloading Annotated Assignments

You are able to download student assignments that you annotate using Inline Grading to keep for your records. This feature allows you to reference the annotations and feedback already provided to students when grading future assignments on Blackboard.

### Downloading Annotated Assignments

1. Navigate to <https://blackboard.towson.edu> and login with your **NetID** and **password**.
2. Enter the course with the **Annotated Assignment** you would like to download.
3. Click on **Grade Center** in the left hand **Course Management** panel, then **Full Grade Center**.
4. Find the assignment with the annotated version you would like to download.
5. Select the arrow to the right of the **score**. This will expand a drop-down menu.
6. In the **drop-down menu**, select the option that has the **date** of when the document was submitted.

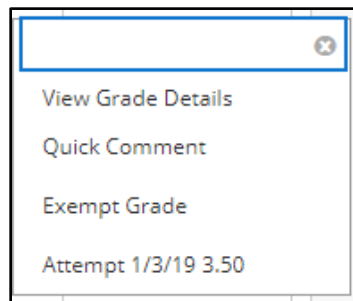


Figure 1

7. On the right hand **Assignment Details** panel, beneath the **Submission** sub-header, select the drop-down arrow next to your assignment submission.

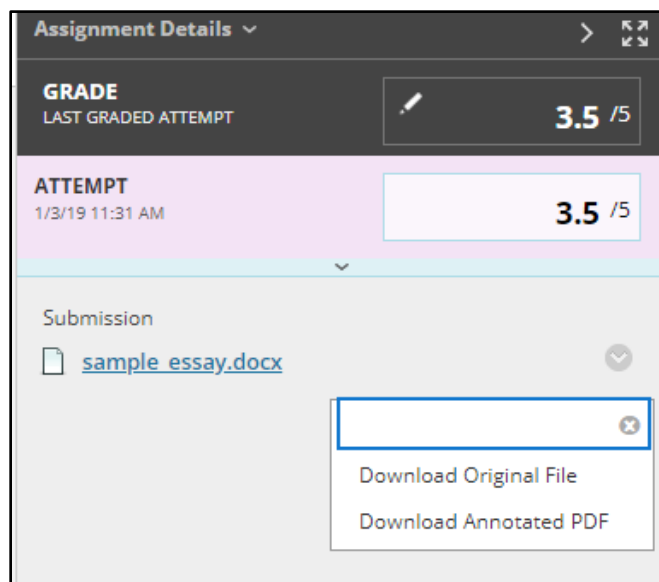


Figure 2

8. Select **Download Annotated PDF** from the drop-down menu to begin downloading the assignment.

