Locate a quiz attempt still in progress

How do I locate a student’s quiz attempt which is "still in progress" to submit on behalf of the student or reset?

By default the quizzes tool only shows attempts students submitted successfully. Use these directions to locate a quiz attempt still in progress so that you can submit the attempt on the student's behalf or reset (delete) the attempt.

These instructions assume you have already logged in to D2L and entered the course in which you wish to work.

1. Click on Assessment in the navigation bar.
2. Select Quizzes from the menu that opens.
3. Locate the quiz for which you wish to reset an attempt.
4. Click the down arrow () next to the name of the quiz.
5. Select Grade from the menu that opens.
6. The list of attempts displayed shows only completed attempts.
7. Click Show Search Options if not already expanded.
8. Set the Restrict to drop down to Users with attempts in progress
9. Click the magnifying glass in the empty Search For... field to search.
10. In the list of quiz attempts, locate the student's attempt in progress.

Deleting the attempt

1. Check the box to the left of the attempt.
2. Click Reset at the top of the list of attempts.
3. In the Confirmation window that appears, click the OK button.

Submitting the attempt on behalf of the student

1. Click (Enter Quiz as User) directly to the right of the text "(In progress)" for the attempt.
2. In the Confirmation window that appears, click the OK button.
3. Scroll to the bottom of the quiz attempt page and click Submit Quiz button.
4. Click the Submit Quiz button on the Quiz Submission Confirmation page.