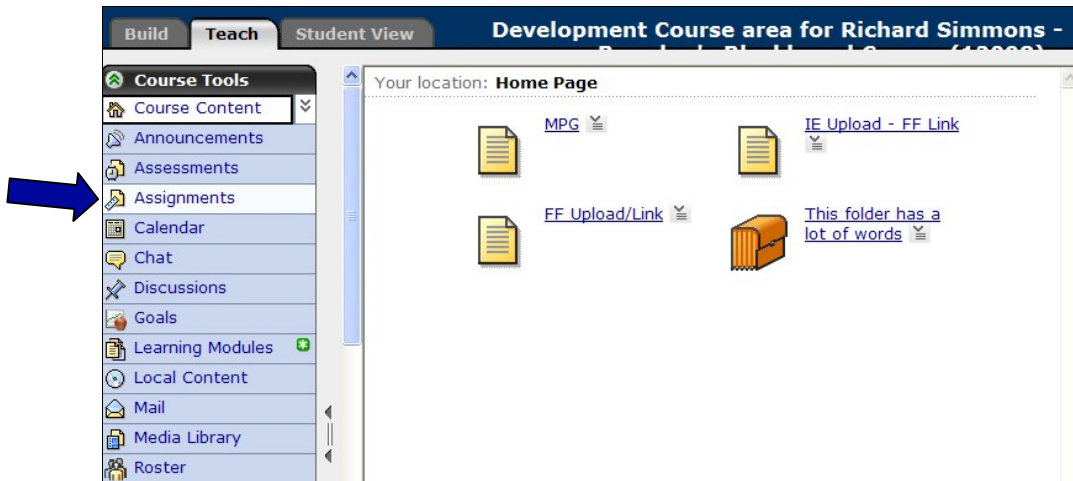
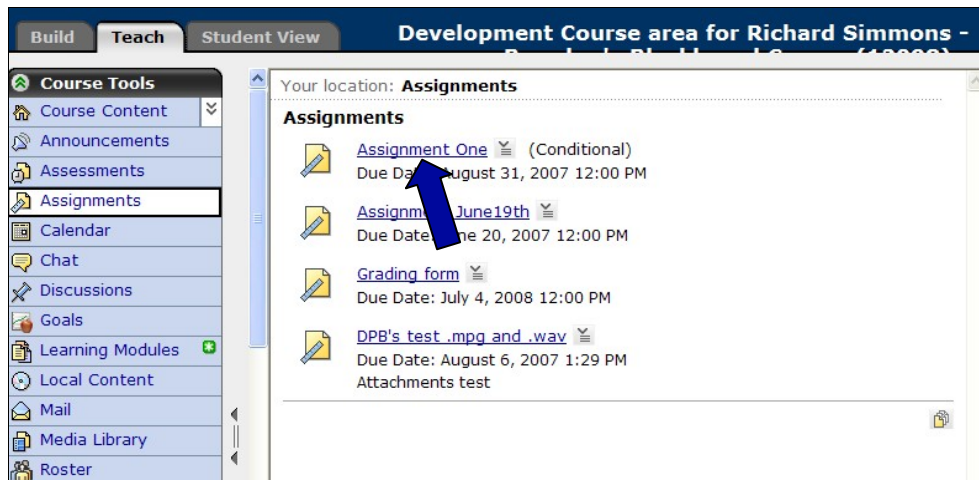


How to Save Assignments as ZIP files

1. Under the **Teach** tab, select the **Assignments** link.

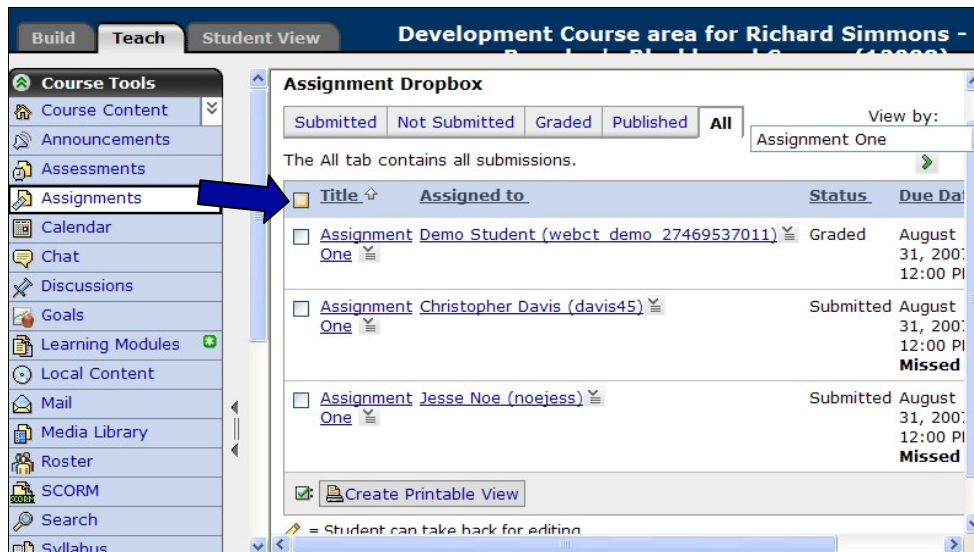


2. Select the **Assignment** link you wish to download.

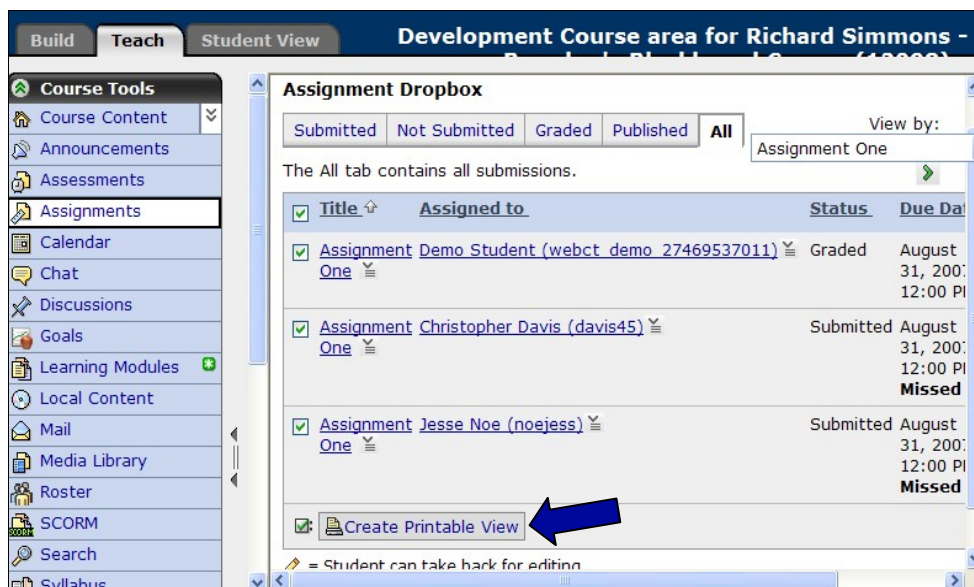


How to Save Assignments as ZIP files

3. Select the **Select all/none** check box if you want to choose all the assignments, or check the specific submissions you would like.

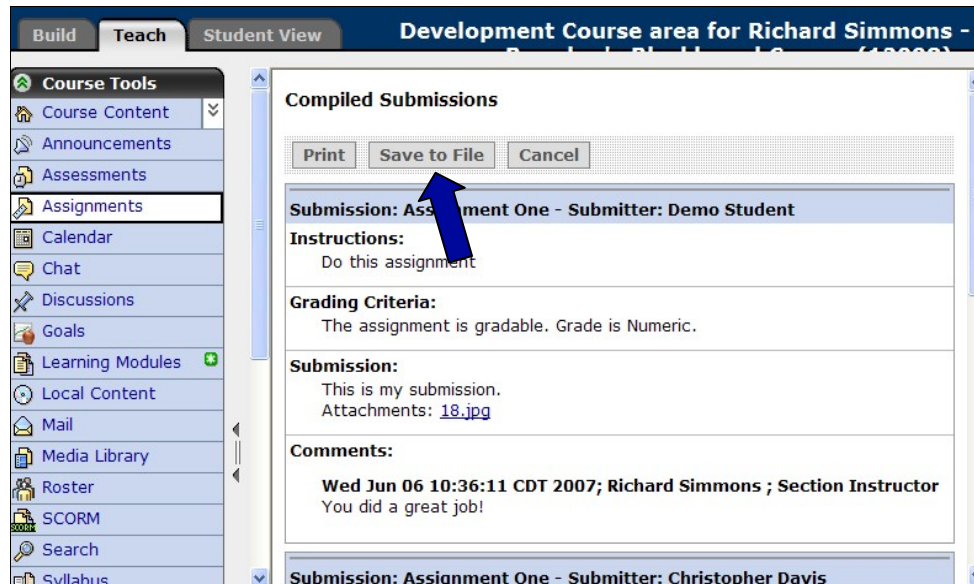


4. Select the **Create Printable View** link.

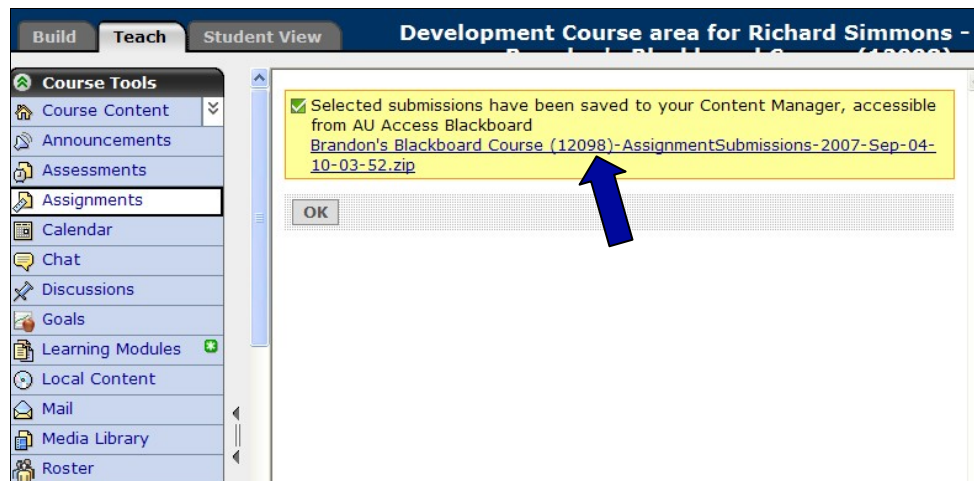


How to Save Assignments as ZIP files

5. Click the **Save to File** button.

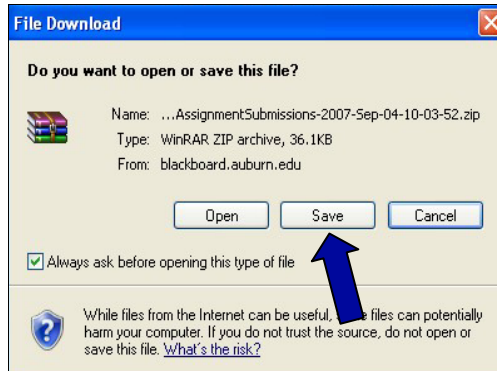


6. Select the **file.zip** link to download the file.

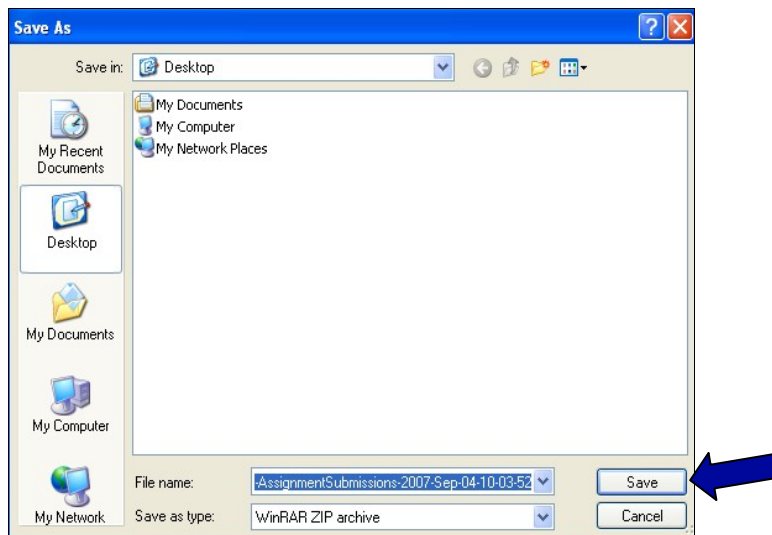


How to Save Assignments as ZIP files

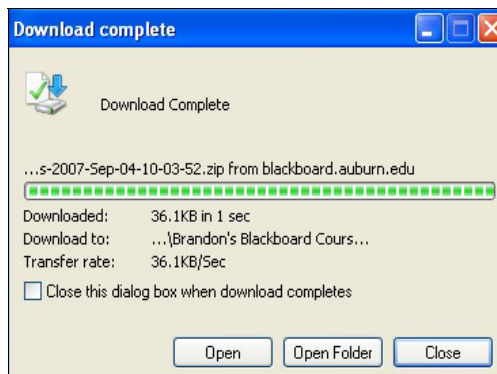
7. Click the **Save** button.



8. Navigate to where you would like to save the file and click the **Save** button.

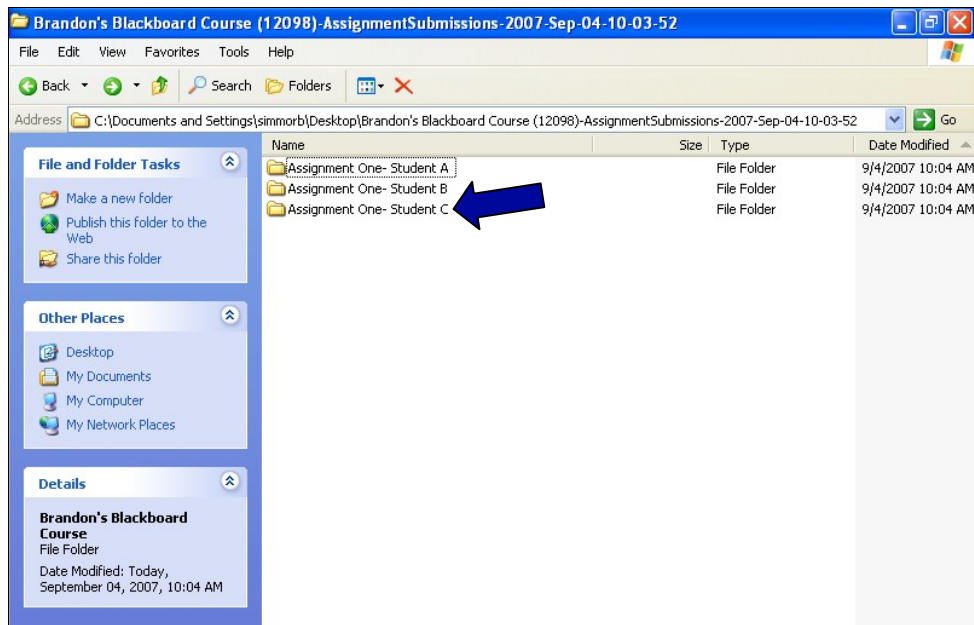


9. A status bar will display the progress of the download.



How to Save Assignments as ZIP files

- Blackboard will save all the files into folders for each student. Double-click the **Assignment - Student** folder to view the submission for a particular student.



- The **submission** will be saved as an **HTML** file. The **attachments** will be downloaded into the folder in their original form.

