



# HANDLING RESUBMISSIONS



## WHAT IS A RESUBMISSION?

If you are asked to resubmit an assignment, it may mean one of two things:

1. Your lecturer thinks you could get a higher mark if you spend more time and improve the assignment.
2. The lecturer cannot pass the assignment as it is but is allowing you to redo it and resubmit it for a pass grade only.

Either way, it can be disappointing to have to redo an assignment. However, at least you have the chance to learn from your mistakes and achieve at least a pass grade. Make the most of this opportunity and try to see it as part of the learning process.

## PRACTICAL THINGS TO DO

- Think about why you are having to resubmit the assignment. Did you fail to answer the question? Was it because of unclear expression?
- Go through the lecturer’s comments on the essay. Make a list of things to change.
- Examine the assessment criteria. Which areas need the most work? Do you understand what they mean?
- Check the timeline for the resubmission.
- Look at the University policy on [resubmissions](#).
- Carefully check the department’s policy on resubmissions. This should be set out in the Statement of Assessment Methods in the topic handbook.

## LECTURER’S COMMENTS (AND WHAT THEY MIGHT MEAN)

Your lecturer’s comments may be as self-explanatory as “rewrite paragraph 2 to include theory x” or they may require a bit more deciphering. The guide below provides context into what the most common notes from your lecturer can mean.



**PLEASE NOTE:** This is a general guide only. If you’re still in doubt about what your lecturer’s comments may mean – ask them!

<b>WHERE IS YOUR VOICE?</b>	You have only referred to other people’s ideas. What do <b>you</b> think? This can be clear from the way you build up the argument. Maybe you have not built up an argument, or expressed a point of view?
<b>WHERE IS YOUR EVIDENCE?</b>	You have not included enough references.
<b>CONCLUSION NEEDS WORK.</b>	Your conclusion may be weak or not adequately sum up the main points/clearly reflect how the topic has been addressed. If you think about your conclusion first, during the planning stage, you will naturally build up to it during the essay.
<b>DOESN'T ADDRESS THE QUESTION.</b>	Analyse exactly what the question is asking. Are all your points connected to this?
<b>REFERENCING ISSUES.</b>	<ul style="list-style-type: none"> <li>• You have not included enough references</li> <li>• You have used the wrong referencing system</li> <li>• References in the text are not in the list at the end, and vice versa</li> <li>• You have not given references when you have used someone else’s words or ideas</li> <li>• You have not been careful enough when writing reference details</li> <li>• Your referencing style may not have been used consistently.</li> </ul>
<b>THESIS STATEMENT LACKING</b>	Your thesis statement should come at the end of the introduction and clearly state what your major points will be and how your work will be organised



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## FUTURE TIPS

- Consider how you manage your time. Does anything need to change?
- Think about your study habits. Do you spend too long researching, and not enough time writing?  
Are you scared to begin your essay because it seems too overwhelming?

The Student Learning Support Service can help with all your study skills questions, including reading, planning, writing and time management. Visit the [Learning Lounge](#) page for more information.