

Students: How To Submit An Assignment - I

The guide to submit your assignment

- Step 1: Click on the **Assignments** in the navigation menu
- Step 2: Click on the Upcoming Assignment or the assignment you are going to submit
- Step 3: Click on the **Submit** button on the right hand side
- Step 4: The submission format will depend on how your instructor sets the requirement for your assignment. The format could be: **File Upload, Text Entry, Website URL, Google Doc, and Media**. You may submit assignments with multiple options.
- Step 5: Click on the **File Upload** and browse the file you are going to submit

The following table represents the 'Upcoming Assignments' section shown in Step 2 of the guide:

Assignment	Due Date	Status
Paper	Mar 30 at 11:59pm	out of 10
Project	Today at 11:59pm	out of 20
Assignment 1	Mar 1 at 11:59pm	out of 1
Participation 1	Mar 1 at 11:59pm	out of 1
Lab 1	Mar 3 at 11:59pm	out of 2
Discussion	Mar 7 at 11:59pm	out of 5
Assignment 2	Mar 8 at 11:59pm	out of 1
Participation 2	Mar 8 at 11:59pm	out of 1

The following table represents the assignment details shown in Step 3:

Due	Points	Submitting
Today by 11:59pm	20	a text entry box, a website url, a media recording, or a file upload (Turnitin enabled)
File Types doc		
Project Requirement:		
Project Objective:		

Students: How To Submit An Assignment - II

- Step 6: Depends on the requirement of your instructor, you may click on **Text Entry** to type your assignment
- Step 7: Click on the **URL** button and input the URL address
- Step 8: Click on **Media** to record your video
- Step 9: Click on **Submit Assignment** button
- Step 10: You can see your submission record and click on the **Submission Details**

