

# Submitting an Assignment

Instructors may post assignments where you will submit your work. Pay close attention to the Due Date and the instructions provided by the instructor. Links to assignments may disappear after the Due Date.

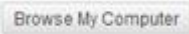
To access an assignment, **click on the link** with the assignment name





## Submitting an Assignment

Two options are available – **Text Submission** and **Attach File**. The instructor usually specifies which option should be used.

### Attach File Option:

Click on **“Browse My Computer”** button  and select the appropriate file. **Check the name of the file** selected for upload. A **Do not attach** option is available if needed.








Click **“Submit”** and wait for the submission process to complete.

4. Submit

*continue working later, or click Cancel to quit without saving*



A confirmation message will appear

This assignment is complete. Review the Submission History.

You can then **review what you submitted** to your instructor.

**NOTE:** If the wrong file was submitted and only 1 submission is allowed, you will need to contact the instructor

### Review Submission History: Assignment

Assignment Details	
<b>GRADE</b>	-/10
Last Graded Attempt	
<b>Attempt</b>	/10
6/23/14 12:27 PM	
<b>SUBMISSION</b>	
 ANTH 2000 Final Guidelines.docx	

## Viewing the Graded Assignment

Go to **“My Grades”**. The score and comments should be visible to the right of the assignment title.

Nice work, but I would have liked to see mo...

Jun 25, 2014 11:53 AM  
GRADED

**95.00** /100

Click on the **assignment title** in the My Grades tool to view the submitted document and any notes made on the document by the instructor. A PDF of the document with the notes can be downloaded. **NOTE:** Not all instructors use the annotation options when grading assignments.