

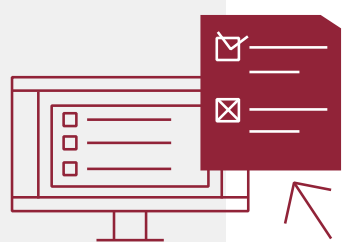
# Student

## How to Upload an Assessment

Follow these simple steps to successfully upload your assessments.



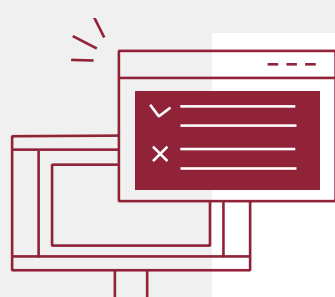
### 1 Assessments



Select **Assessments** in your course dashboard to access the submission links.

**Note:** The submission links are also available on the Assessments page of the course website.

### 2 Pop-Up



A pop-up window will appear. The assessment links for the course appear here.

### 3 Link



Select the link for the assessment you are uploading.

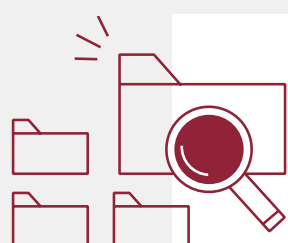
A new window will open.

### 4 Browse



Select **Browse** and choose the file to be uploaded—the same way you would attach a file to an email.

### 5 Double Check Your File



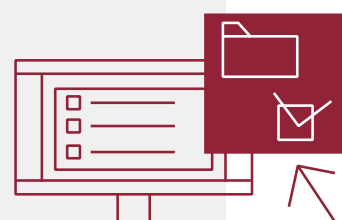
Make sure that you have selected the correct version of the file to be uploaded and that you are uploading the file **BEFORE** the submission deadline.

### 6 Press Send



Select **Submit** to upload your work.

### 7 Submission Confirmation



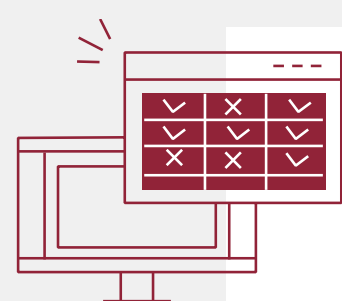
You will receive a date/time confirmation once your file is received.

### 8 Help!



If you do not receive a confirmation, try resubmitting your file as soon as possible. If the issue persists, email your TA a copy of your file explaining the issue **BEFORE** the deadline.

### 9 My Grades



Check the **My Grades** link in the course dashboard for submission details. Your grades will be listed there once they are posted by your instructor.