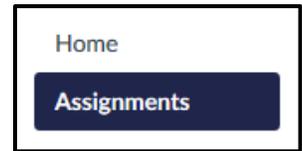


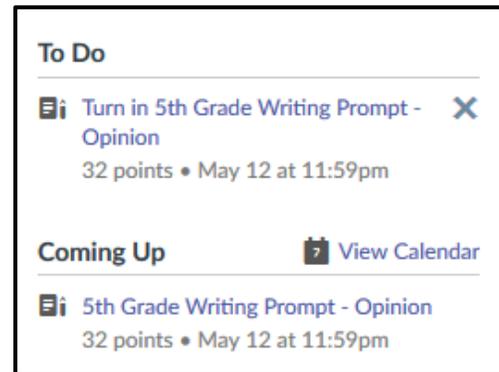
Canvas Assignments for Students

To submit an online assignment

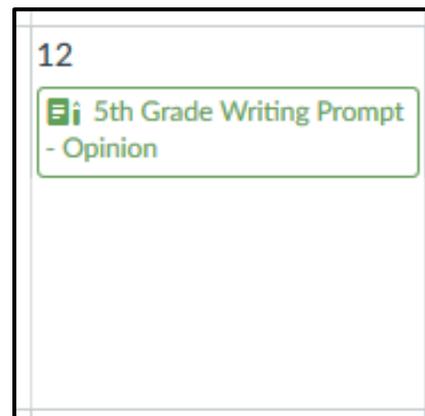
- Navigate to the assignment by
 - clicking **Assignments** in the Course Navigation pane (if enabled by the teacher),



- clicking the assignment name in your To Do List,



- or clicking the assignment on the course calendar.



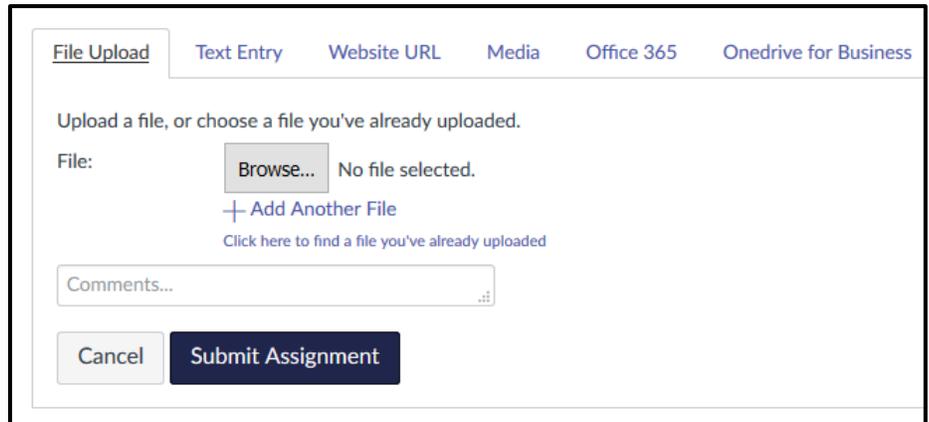
- Click **Submit Assignment** at the top of the assignment.



- Select a submission type (the type of assignment submission is determined by your instructor so you may not see all of the following options):

- To Submit a File Upload
 - Click the File Upload tab.

- Click **Choose File** or **Browse** depending on the browser you're using.



The screenshot shows the 'File Upload' submission interface. At the top, there are tabs for 'File Upload', 'Text Entry', 'Website URL', 'Media', 'Office 365', and 'Onedrive for Business'. The 'File Upload' tab is selected. Below the tabs, the text reads 'Upload a file, or choose a file you've already uploaded.' Underneath, there is a 'File:' label, a 'Browse...' button, and the text 'No file selected.' Below this, there is a '+ Add Another File' link and a smaller link that says 'Click here to find a file you've already uploaded'. There is a 'Comments...' text input field. At the bottom, there are 'Cancel' and 'Submit Assignment' buttons.

- Locate the file you wish to submit and click **Open**.

- To select a file you're already uploaded to Canvas, click **Click here to find a file you're already uploaded**, and select the file.

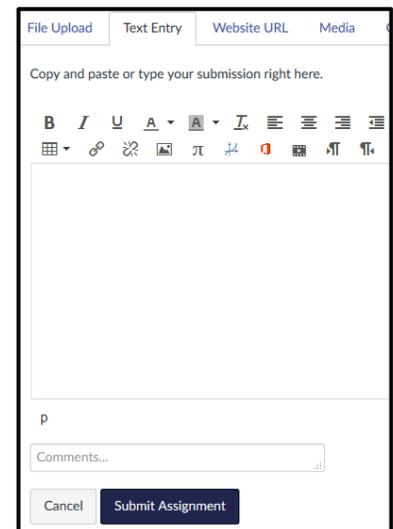
- To add another file, click **+ Add Another File** and click the file you wish to add.

- Click **Submit Assignment**.

- To Submit a Text Entry
 - Click the Text Entry tab.

- Type or copy and paste your text in the rich content editor box.

- Click **Submit Assignment**.



The screenshot shows the 'Text Entry' submission interface. At the top, there are tabs for 'File Upload', 'Text Entry', 'Website URL', and 'Media'. The 'Text Entry' tab is selected. Below the tabs, the text reads 'Copy and paste or type your submission right here.' Below this is a rich content editor with a toolbar containing icons for bold, italic, underline, text color, background color, strikethrough, bulleted list, numbered list, indent, and link. Below the editor is a 'Comments...' text input field. At the bottom, there are 'Cancel' and 'Submit Assignment' buttons.

- To Submit a Website URL
 - Click the Website URL tab.
 - Type or copy and paste the URL into the Website URL field.
 - Click **Submit Assignment**.

The screenshot shows a form with four tabs: 'File Upload', 'Text Entry', 'Website URL', and 'Media'. The 'Website URL' tab is selected. Below the tabs, there is a text instruction: 'Copy and paste the link to the web site you'd like to submit for this assignment.' Below this instruction is a text input field labeled 'Website URL:'. Underneath that is a 'Comments...' text area. At the bottom of the form are two buttons: 'Cancel' and 'Submit Assignment'.

- To Submit a Media Recording
 - Click the Media tab.
 - Click **Record/Upload Media**.

The screenshot shows a form with four tabs: 'File Upload', 'Text Entry', 'Website URL', and 'Media'. The 'Media' tab is selected. Below the tabs, there is a text instruction: 'Use the link below to record your submission. Click "Save" when you're finished and ready to submit.' Below this instruction is a button labeled 'Record / Upload Media'. Underneath that is a 'Comments...' text area. At the bottom of the form are two buttons: 'Cancel' and 'Submit Assignment'.

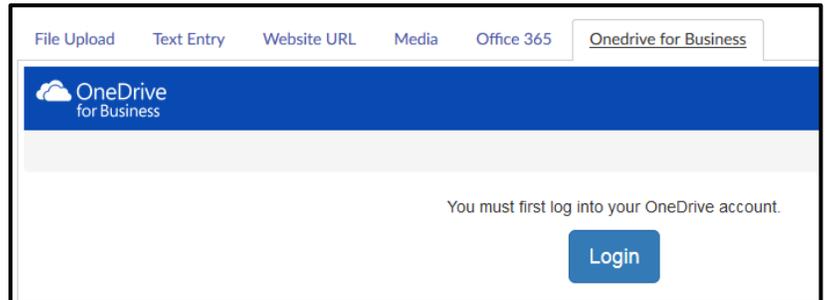
- Follow the instructions to record or upload a media file.

The screenshot shows a form titled 'Record/Upload Media Comment'. It has two tabs: 'Record Media' and 'Upload Media'. Below the tabs are two buttons: 'Select Audio File' (with a speaker icon) and 'Select Video File' (with a video camera icon).

- Click **Submit Assignment**.

- To Submit a File From OneDrive

- Click the OneDrive for Business tab.
- Login to your OneDrive account and click to accept Canvas permissions if necessary.



- Select the file you would like to submit and click **Attach**.



- Click **Submit Assignment**.

- Once the assignment is submitted, the sidebar will display a confirmation of your submission including when it was submitted and a link to the submission.



- Click **Re-submit Assignment** at the top of the assignment to submit another version of your assignment.



To view instructor feedback

- Locate and open the assignment.
- Any comments and/or feedback from the teacher will appear in the sidebar.
- Click the rubric title to view any teacher comments or feedback left on the rubric itself.

Submission

✓ **Turned In!**
May 9 at 12:14pm
[Submission Details](#)
[Download Tentative Schedule Fall 2017.docx](#)

Grade: 32 (32 pts possible)
Graded Anonymously: no
[View Rubric Evaluation](#)

Comments:
Great job! Keep up the good work.

- If your teacher left comments directly in your file submission,

- Click **Submission Details**.

Submission

✓ **Turned In!**
May 9 at 12:14pm
[Submission Details](#)
[Download Tentative Schedule Fall 2017.docx](#)

Grade: 32 (32 pts possible)
Graded Anonymously: no
[View Rubric Evaluation](#)

Comments:
Great job! Keep up the good work.

- View **Feedback** next to the file name to view the comments/feedback.

Submission Details

5th Grade Writing Prompt - Opinion, Test Student submitted May 9 at 12:14pm

[Tentative Schedule Fall 2017.docx](#) 17.1 KB [View Feedback](#)