

Checking Learning Management Systems (Google Classroom, Schoology, Canvas & Empower) for Turned in Assignments

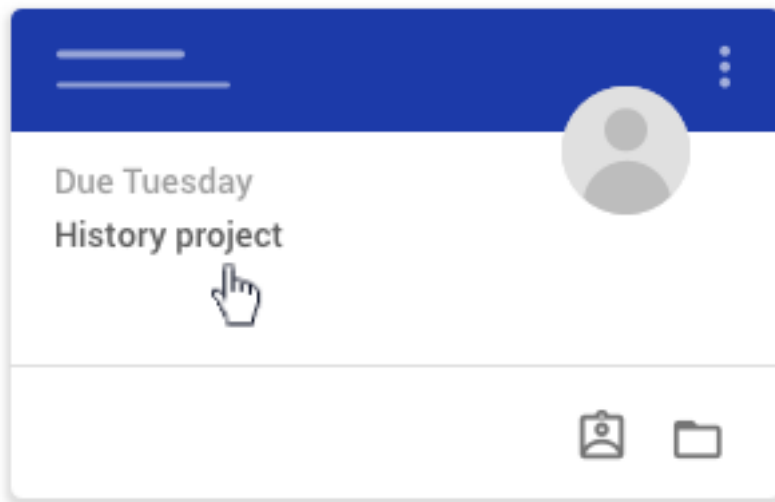
Google Classroom:

Quickly see upcoming work and latest announcements

1. Go to classroom.google.com.

On each class card, you can review up to 3 assignments that are due in the next week.

2. (Optional) To see details, click the title of the work.



3. Click a class to see the latest assignments, questions, or announcements.

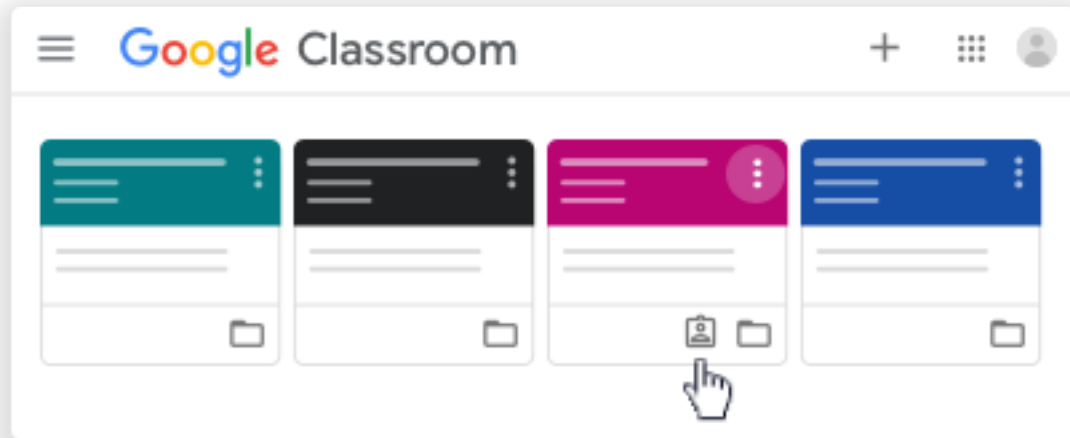
See work for all classes

1. Go to classroom.google.com.
2. At the top, click To-do and choose an option:
 - To see work assigned by your teacher, click Assigned.
 - To see work that you didn't turn in, click Missing.
 - To see work that your teacher graded or returned, click Done.
3. Click a title to see details of the work.
4. (Optional) To see or hide work for a specific time period, click the Down arrow or Up arrow .

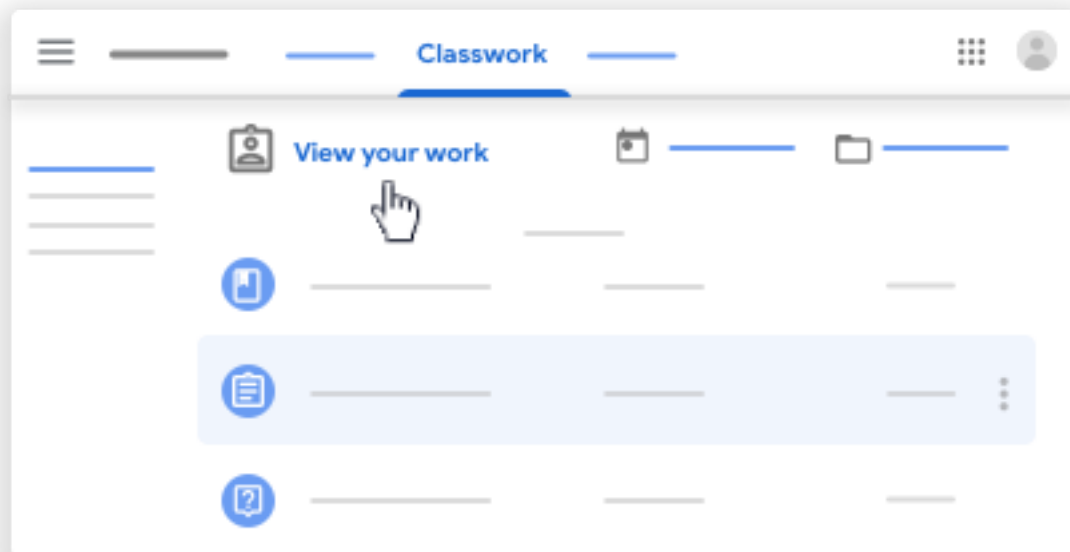
See all your work for a class

You can see a list of all your work for a class. You can check your grades, review assignments and due dates, and see any work that's late or missing. You can also filter your work by class.

1. Go to classroom.google.com.
2. On a class card, click Your work .



You can also click the class [Classwork](#) [View your work](#).



3. (Optional) To see attachments, comments, or additional details for an assignment or question, click the title of the work [View details](#).
4. (Optional) To filter your work, under Filters, click Assigned, Returned with grade, or Missing.

Check for late or missing assignments

Your teacher sets the late-work policies for your class. However, Classroom doesn't prevent you from turning in work after the due date.

When your teacher assigns work, it's marked Assigned. If you don't turn in your work on time, it's marked Missing or Done late as soon as the due date or time arrives. For example, if work is due at 9:00 AM, turn it in by 8:59 AM. If you turn it in at 9:00 AM, it's late.

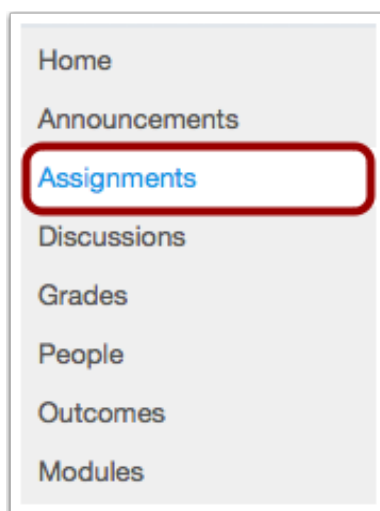
1. Go to classroom.google.com.
2. On a class card, click Your work .
3. On the left, click Missing.
4. (Optional) To review more details, click an item View details.

Canvas:





Turn in an Assignment:

You can submit online Assignments in Canvas through several different ways. Instructors can choose what kinds of online submissions they wish to allow. They may also give you the option to resubmit assignments.

To access an Assignment, go to the desired course and click on the Assignments link on the left-hand side (you can also access assignments via the Calendar, the Syllabus, your To-List, or a Module, if your professor is using the Syllabus and/or Modules features).



Click on the assignment name.

▼ Upcoming Assignments			
 Writing Assignment	Available until Feb 28	Due Feb 6 at 11:59pm	-/50 pts
 Cell Processes		Due Feb 11 at 11:59pm	-/10 pts
 Video Assignment		Due Feb 12 at 11:59pm	-/20 pts
 Osmosis		Due Feb 19 at 11:59pm	-/5 pts

The assignment may include information on the due date (1), point value (2), and what you are allowed to submit (3). If the Submitting section says "No Submission" or "On Paper", your professor wants you to turn in the assignment in class or it's an in-class assignment (e.g. an exam).

The assignment may also have information on the types of files you can upload (4) and when the assignment submission is available from and to (5).

To submit an assignment, click on "**Submit Assignment**" in the top right hand corner (6).

[Home](#) > [BIO-101](#) > [Assignments](#) > Writing Assignment

6 + Submit Assignment

Writing Assignment

1
Due Feb 6 by 11:59pm

2
Points 50

3
Submitting a text entry box, a website url, or a file upload

4
File Types doc, docx, and pdf

5
Available Jan 5 at 12am - Feb 28 at 11:59pm about 1 month

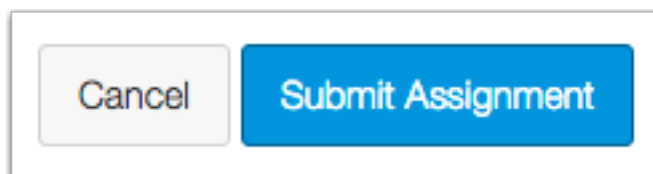
Choose one of the following essay questions and write a 1 page response.

Questions:

1. Why is the structure of DNA a double helix?
2. What is diffusion and why does it work?
3. Explain the Krebs Cycle. How does it work?
4. What are the characteristics of living organisms?

Click **Browse** and open the document saved on your computer.

Click **Submit Assignment** once more.



If the submission was successful, you will see a **Submitted!** message in the top right-hand corner (1). It will also have a time and date stamp on it. The Submit Assignment button will now say **Re-submit Assignment** (2).

This assignment does not count toward the final grade.

Lab Notebook - Ecology Virtual Lab

Re-submit Assignment

1 Submission

✓ **Submitted!**
May 1 at 4:11pm
[Submission Details](#)
[Download Assignment-1.pdf](#)

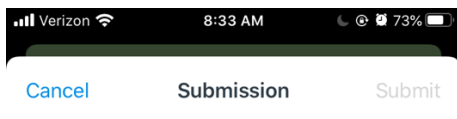
Comments:
No Comments

Due Friday by 11:59pm **Points** 25
Submitting a website url or a file upload

In this course we will use [Collaborations](#) to establish an electronic Lab Notebook for each group.

You can also check to see if an assignment was submitted in the Canvas app on an [iOS device \(Links to an external site.\)](#) and an [Android device \(Links to an external site.\)](#) under the assignment's **Submission** tab.

If you need to submit handwritten or physical work online, use the Canvas mobile app and when submitting the assignment, and select the Camera option to take a photo of your handwritten/physical work.



Choose a File

Attach files to your submission by tapping an option below.



Camera



Library



Files

Missing Assignments in Canvas:

If you click on grades within Canvas, missing assignments are listed in red, as are late assignments.

Name	Due	Status	Score	Out of	
Orientation Lab Sheet	Sep 1 by 11:59pm		2	2	
Deaf Culture Reaction Paper	Sep 3 by 12pm		20	20	
No Voice Accountability Action Plan	Sep 3 by 12pm	LATE	1.5	2	
Homework 1:4 "Andrew Foster Autobiography" (P. 14-15)	Sep 3 by 11:59pm		5	5	
Homework 1:1 "Strategies for Learning ASL" (Pg. 4-5)	Sep 3 by 11:59pm	MISSING	0	1	
Homework 1:2 "Write the Number" (P. 7)	Sep 3 by 11:59pm		10	10	

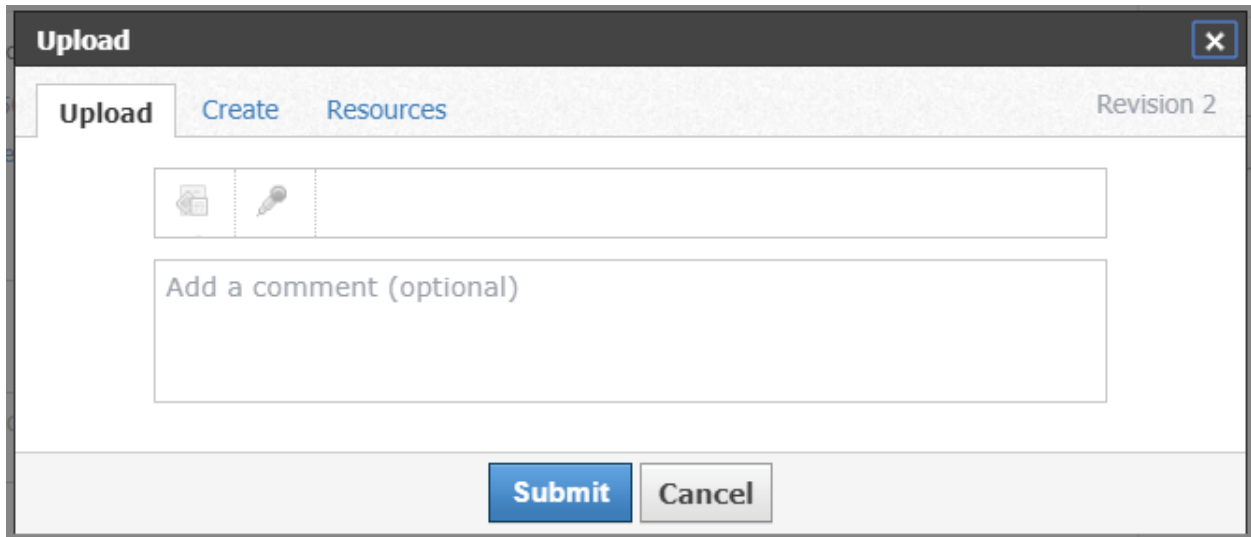
Assignments in Schoology:

On the Web

To make a submission to an assignment from the web platform, students can:

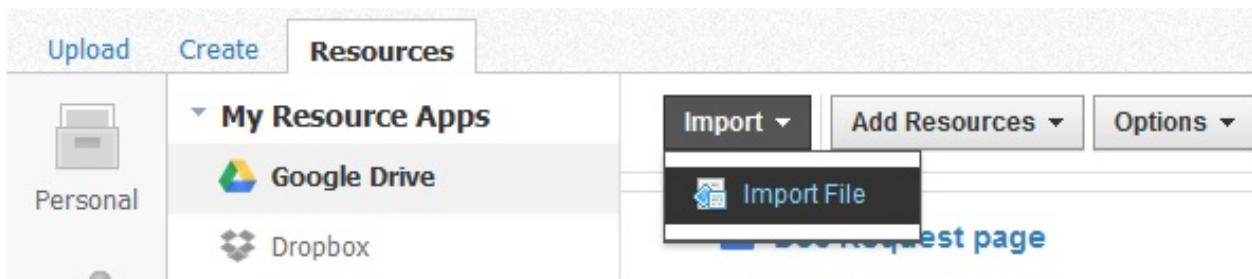
1. Click the assignment for which they'd like to make a submission.
2. Click **Submit Assignment** in the **Submissions** area in the right column.
3. Select one of these options:
 - **Upload:** Select a file saved to the computer.
 - **Create:** Create a document on the web using the text editor.
 - **Resources:** Select a file from the [My Resources](#) area or from a [Resource App](#).

4. Click **Submit** to finish.
Optional: Students can make another submission by clicking **Re-submit Assignment** from the Submissions area and follow the same steps above.

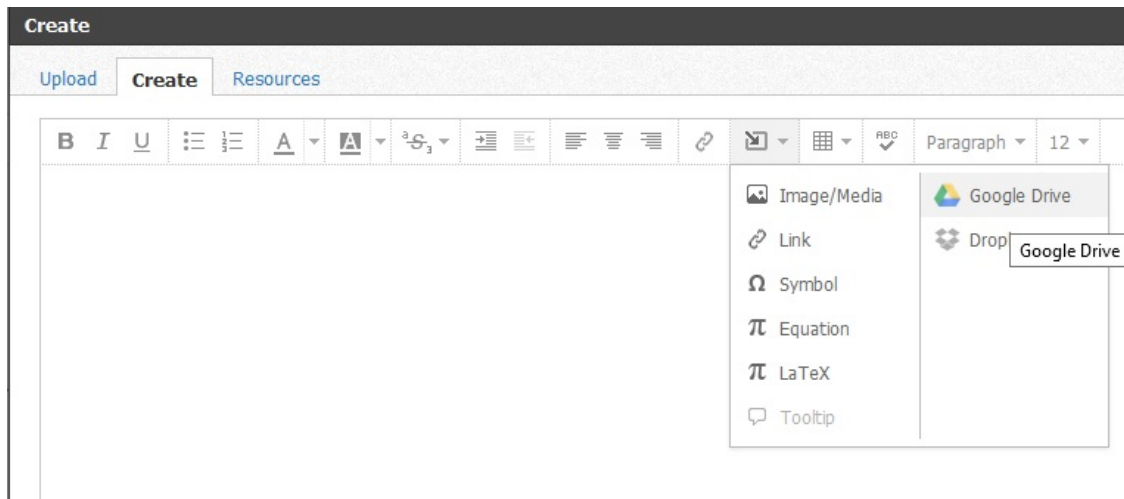


Using the Google Drive or Microsoft OneDrive Resource Apps to Submit Assignments

Students can also submit materials to an assignment using the integrated Google Drive or OneDrive Resource apps, which they can access from the **Resources** tab. To submit, students select the file in their Google Drive or OneDrive, click **Import**, and then select **Import File**:



It is additionally possible to submit from Google Drive and OneDrive from the **Create** tab, using the **Insert Content** menu in the Rich Text Editor:



Schoology strongly recommends that students use the **Resources** tab workflow to submit Google Drive and Microsoft OneDrive content. However, if they do submit via the **Create** tab, they can **only** successfully submit content by choosing **Import Link** in the **Insert Content** menu:



Using the Google Drive or OneDrive Assignments App to Submit Assignments

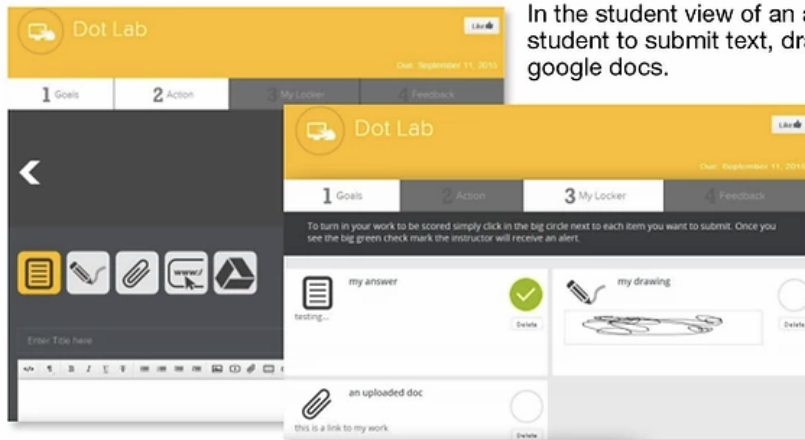
If the instructor connected an assignment with the Google Drive Assignments App, students can submit on the web version using the workflow outlined [here](#).

If the instructor connected an assignment with the OneDrive Assignments App, students can submit on the web version using the workflow outlined [here](#).

Submit Assignments in Empower:

How Students Submit Work

For each activity in Empower, students have the ability to submit work online.



In the student view of an activity, the Action tab allows student to submit text, drawings, attachments, links, or google docs.

Once these have been attached to an activity, the students must select which documents are ready to be turned in to the teacher. Students use the **My Locker** tab, and click the circle next to any of their uploaded resources that they want their teacher to see. Any submitted resources will now have a green circle and a checkmark.