Center for Teaching & Learning with Technology
Cheng Library 120k – www.wpunj.edu/ctlt/

Submit an Assignment

Learning Objective: After reading this document students will understand how to submit a written document using the assignment manager.

I.   Follow directions to locate the assignment. All interactive assignment interfaces will feature an icon featuring a pencil and ruler superimposed on a sheet of paper

II.   In the upload interface select **Browse My Computer** to find the written document
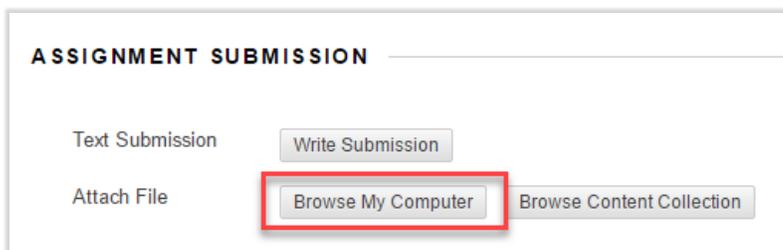
III.   Select the document you've prepared for the assignment

IV.   Click the Submit button in the lower right corner to upload the document