

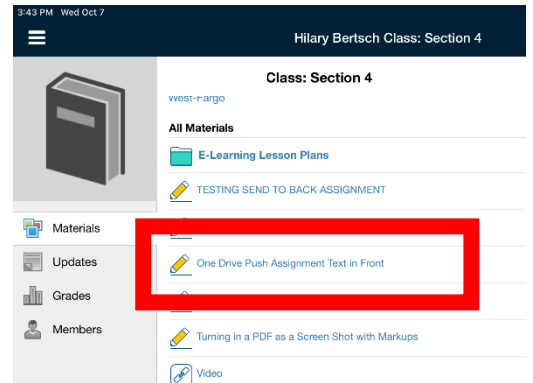


## How to Access Your OneDrive Push Assignment (App Version)

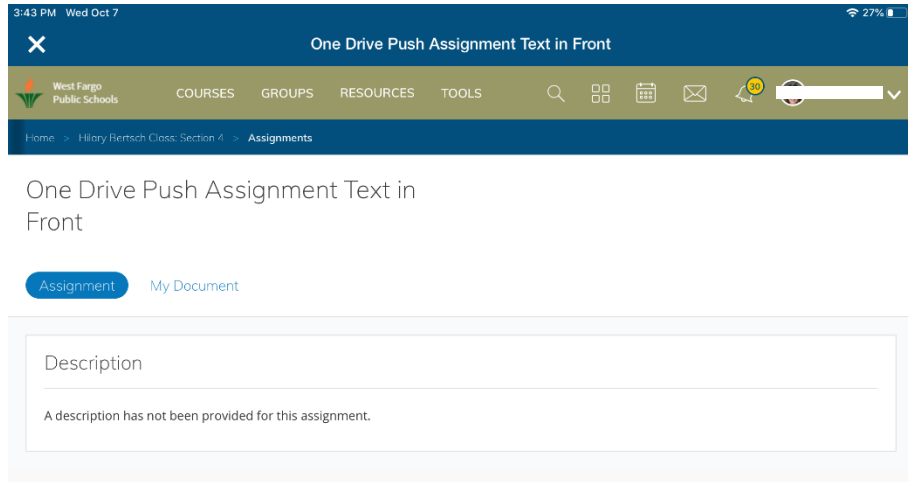
1. Open *Schoology*



2. Select your *Course* and *click into the folder/assignment* (pencil icon).

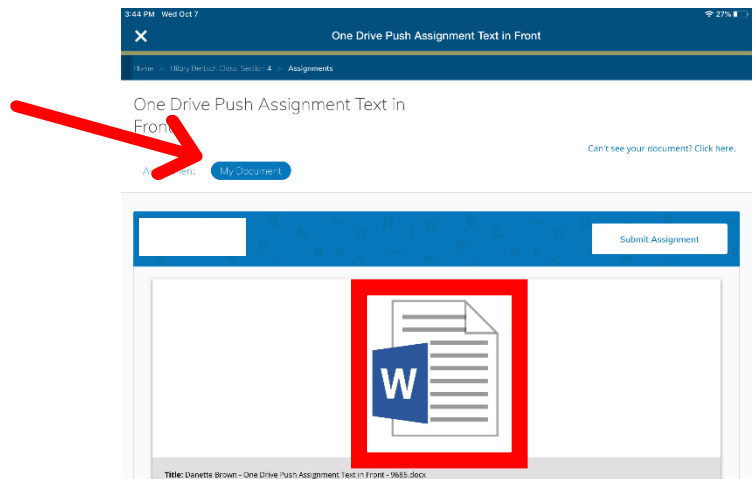


3. The assignment will load along with a description provided by the teacher.



4. Next, click on the tab that reads *My Document*.\*

*\*Note: it is important that you WAIT until the icon of a Word, PowerPoint, or Excel document load.*



5. Click on the pop up, and *Open in App*.

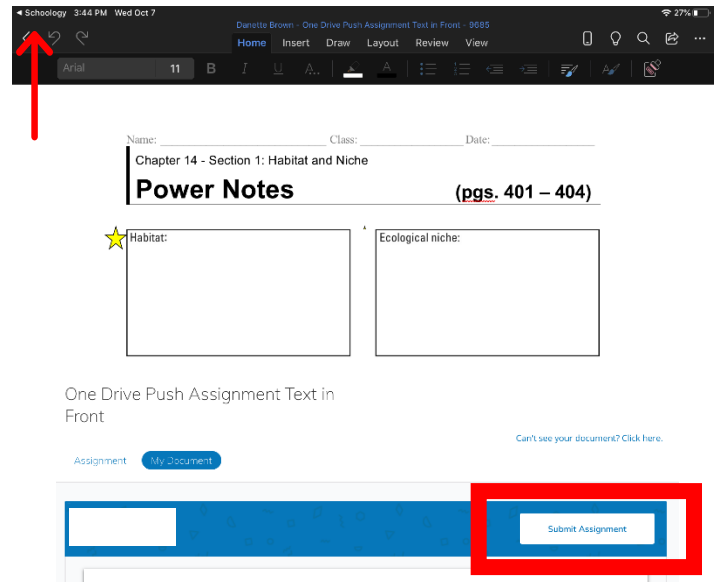




# West Fargo Public Schools

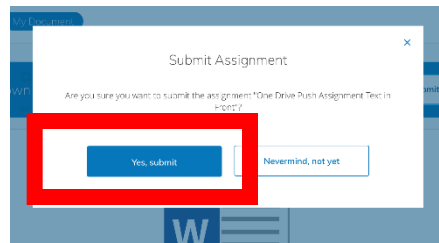
Educating today's learners for tomorrow's world.

- Your document will open up in the correct application—Word, PowerPoint, or OneDrive—and you can begin editing. Your changes save automatically, so as you finish simply hit the back button to return to Schoology.



- Once you have returned to Schoology, you are ready to officially submit your assignment. Tap **Submit Assignment**.

- Click **Yes, Submit**.



- You will see a successful launch to confirm your submission has been sent. Select **Done**.

