

Google

# Classroom



## STUDENT GUIDE

**SUBMIT ASSIGNMENT**

# TURN IT IN

The screenshot shows a user interface for a course titled "COMPUTERS 01". The main heading is "ASSIGNMENT #1" with a value of "20 points". A user named "Melissa Middleton" posted the assignment at "10:44 AM". Below this, there are sections for "Answer the following questions" and "Class comments". A "Turn in" button is visible in the "Your work" section, which also shows a file named "Gavin Middleton - ... Google Slides". A dialog box titled "Turn it in" is overlaid on the bottom right, containing the text: "When you're ready to submit all of your files for this assignment, remember to turn it in." and a "got it" button.

When you're ready to submit all of your files for this assignment, remember to **Turn it in.**

# ADD OR CREATE

COMPUTERS 123  
DEMO

ASSIGNMENT #1 10 points

Gavin Middleton 1:56 PM

Class comments

Add class comment...

Your work Assigned

+ Add or create

Mark as done

Private comments

Add private comment...

Class comments

Add class comment...

## ADD

1. Google Drive
2. Link
3. File

## CREATE

You can also create new Docs, Slides, Sheets and Drawings

Your work Assigned

+ Add or create

Google Drive

Link

File

Create new

Docs

Slides

Sheets

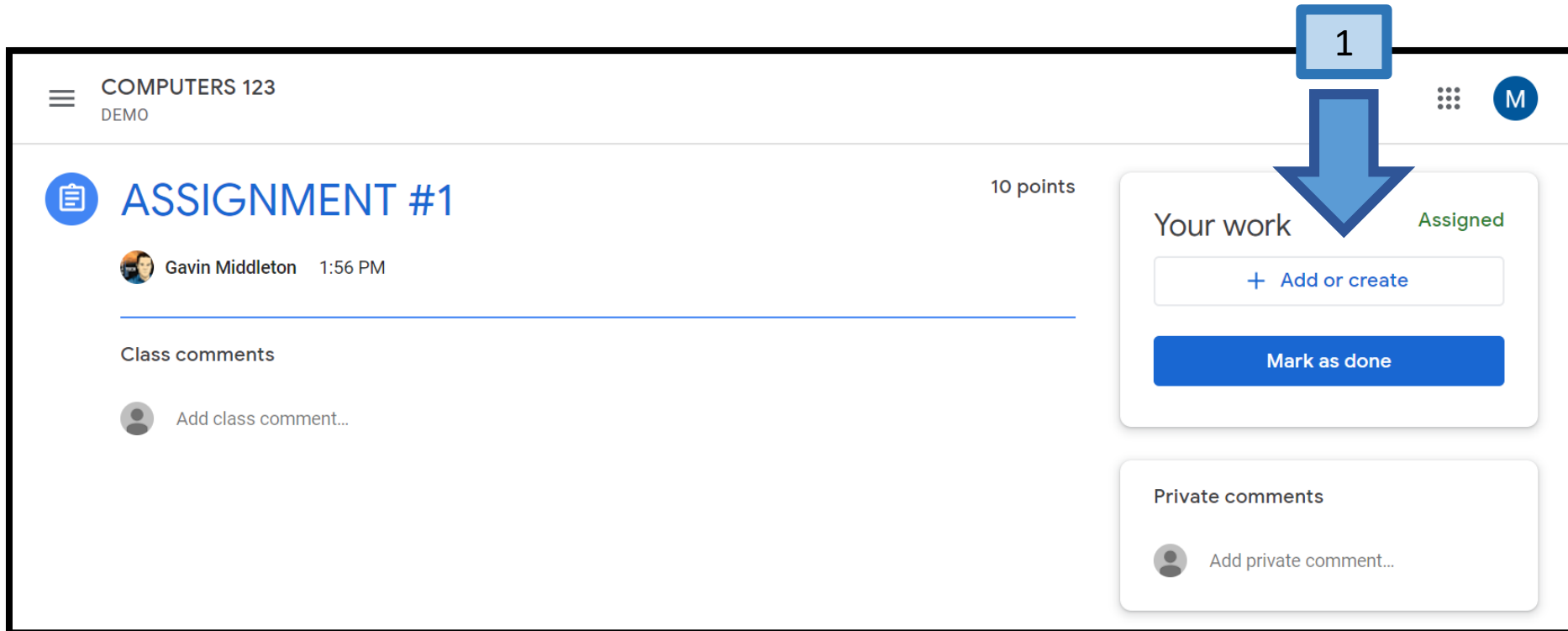
Drawings

# TURN IN

The screenshot displays a user interface for submitting an assignment. At the top, the page is titled 'COMPUTERS 01'. The main content area shows 'ASSIGNMENT #1' by Melissa Middleton, worth 20 points. A modal dialog box is open in the center, asking 'Turn in your work?' and indicating that '1 attachment will be submitted for "ASSIGNMENT #1"'. The attachment is identified as 'Gavin Middleton - Questions'. The dialog has 'Cancel' and 'Turn in' buttons. In the background, the 'Your work' section shows an attached file 'Gavin Middleton - ... Google' and a 'Turn in' button. A blue arrow labeled '1' points to the 'Turn in' button in the background, and another blue arrow labeled '2' points to the 'Turn in' button in the modal dialog.

If you had selected **“Create in Google Docs”** or your teacher shared a copy of the assignment with you, you can simply click **Turn in** (2 times) to submit your work.

# ADD YOUR COMPLETED ASSIGNMENT FILES



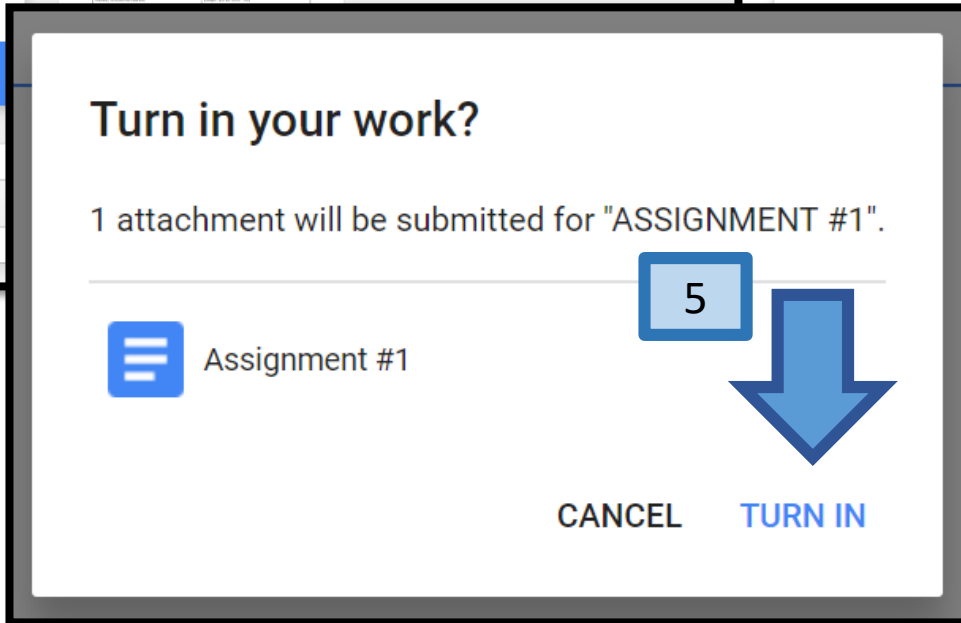
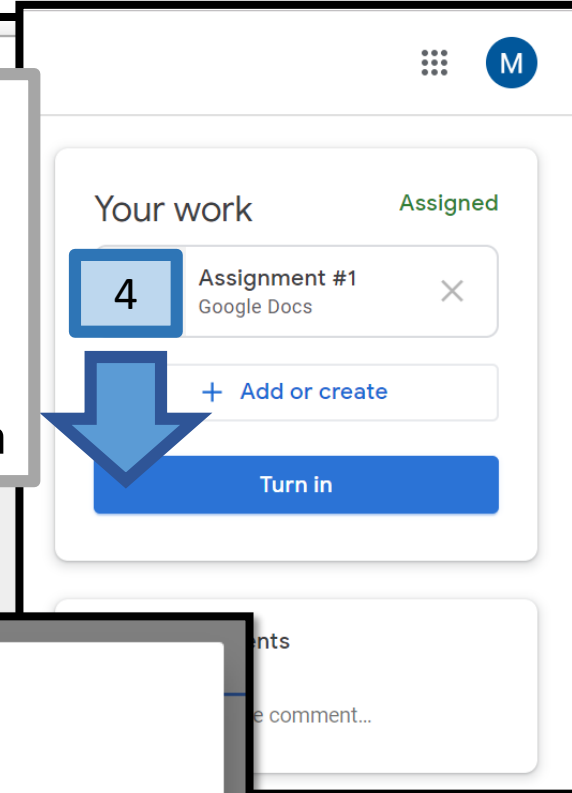
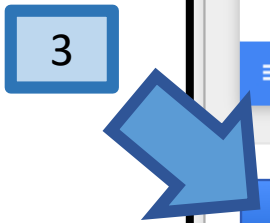
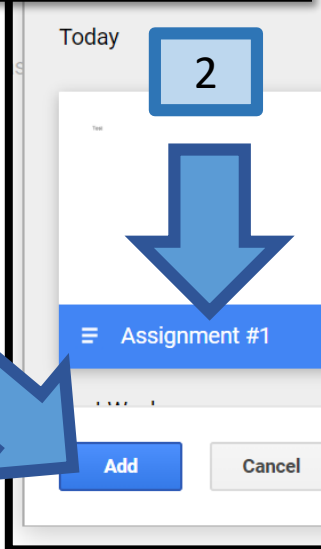
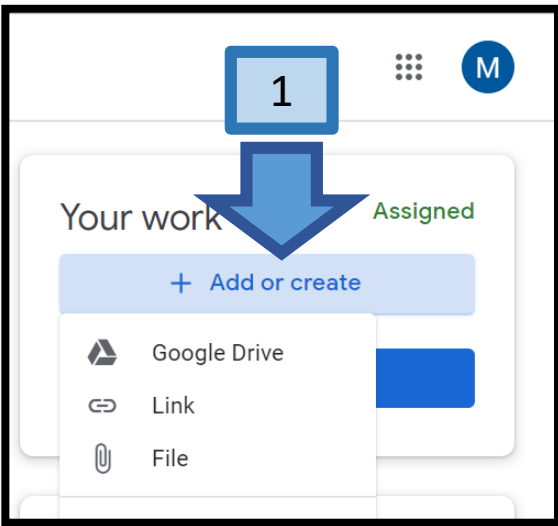
The screenshot shows a Google Classroom interface for a class named "COMPUTERS 123 DEMO". The assignment is titled "ASSIGNMENT #1" and is worth "10 points". It was assigned by "Gavin Middleton" at "1:56 PM". The page includes sections for "Class comments" and "Private comments". On the right side, there is a "Your work" section with the status "Assigned". This section contains a button labeled "+ Add or create" and a blue button labeled "Mark as done". A blue box with the number "1" is positioned above a large blue arrow pointing down to the "+ Add or create" button.

The following instructions will show you how to add your completed assignments to Google Classroom.

# SUBMIT GOOGLE DRIVE FILE

## STEPS

1. Add or Create
2. Find File and Click it
3. Add
4. Turn In
5. Confirm by Clicking Turn In



# UNSUBMIT



COMPUTERS 123  
DEMO



## ASSIGNMENT #1

10 points



Gavin Middleton 1:56 PM

Class comments



Add class comment...

Your work

Turned in

Assign #1  
Goog

Unsubmit

Private comments



Add private comment...

Click **Unsubmit** if you submit an assignment and then realize you need to make changes to that assignment. It is important to remember to submit it again after making changes.

# MARKED ASSIGNMENT

Due 14 Aug

## Assignment #1



Melissa Middleton

16:22 (Edited 16:23)



Add class comment

Your Mark



8.5

10

### About Me Poster



About Me Poster Google.pdf  
PDF

### Your work

Marked

Files that you add or create can be viewed and edited by your teacher



About Me Poster2.pdf  
PDF



ADD ▾

CREATE ▾

Private Message

RESUBMIT

### Private comments



Melissa Middleton 16:34

Great use of text boxes, word art and images!



Add private comment...