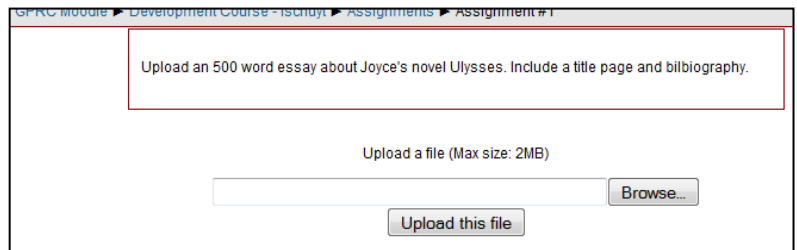


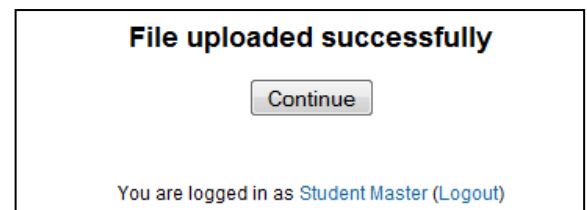
## Assignments (Drop Box)

Assignments are submitted in Moodle by uploading files into an assignment drop box. Normally this is a single file, such as an essay, although some assignment may require multiple files be uploaded. Each assignment has its own drop-box, which is accessed by clicking the particular assignment link off the main course page.

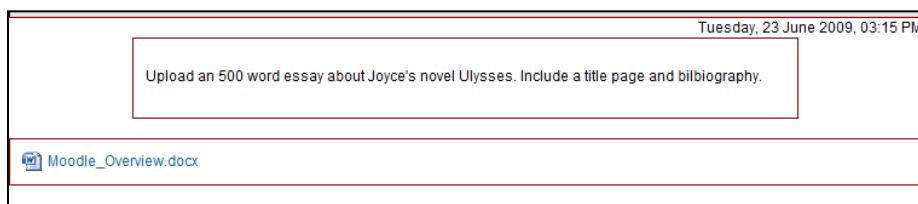
When you enter an assignment, you will see the instructor's description and a spot to upload your file or essay. To upload a file, click the **Browse...** button and locate the file on your computer, then click **Upload this file**.



When the file has uploaded, you will see a message **File uploaded successfully**. Click **Continue**.



Now on the assignment screen you will see a copy of the file you have submitted, along with the date it was submitted in the top right-hand corner.



Returning to the assignment screen at any time will show you the status of the assignment, including any marks or comments from your instructor.

