



Submit an Assignment

How to submit an assignment in eLearning.

Written By: Wayne Peterson

A large, blue-tinted image of a laptop computer. The text "Submit an Assignment" is overlaid in large, white, bold, sans-serif font. The text is arranged in three lines: "Submit", "an", and "Assignment".

Submit an Assignment

Step 1 — Locate the assignment

Labouré College

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102.5 - Wayne's World

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102.5 - Wayne's World

The Weekly Postings

Ready to do the homework, take a test. It's school.

Course Announcements

It Begins!
New Posted By *Wayne Peterson*
Wed, May 22 2019 at 9:31 AM
Welcome to Wayne's World for the Summer Semester!
[View more posts](#)

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102.5 - Wayne's World

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Coursework

Due Next:
Send a fax somewhere
due Today, 11:55 PM

This page lists the assignments for this course. View on to see all the details about what you need to do to complete it, and (eventually) the grade you earned.
Generally, assignments are added throughout the course, so be sure to check back often.

Unit 1 [Click to close](#)

The whole term

Send a fax somewhere Open
Homework due **Wednesday, May 22 at 11:55 PM** (included in final grade)

Unit 2 [Click to close](#)

The whole term

- From the Main Page of your course, select **Coursework** from the left-hand menu.
- Locate and select the assignment that you would like to submit.

Step 2 — Select your document

The screenshot shows a course page for '102.5 - Wayne's World'. The page title is 'Coursework'. There is a notification: 'This homework is open and you can now upload files (See below) It is due Today, at 11:55 PM'. Below this, there is a comment: 'This homework is included in your final grade and is scored out of 10 points.' and instructions: 'Send a fax somewhere. Upload the confirmation page as proof of completion.' At the bottom, there is a blue button labeled 'Upload a file' with a plus icon, which is highlighted with a red box and an orange arrow pointing to it.

The screenshot shows the 'Upload a file' dialog box. It has a 'file:' field with 'Choose File' and 'No file chosen' buttons. Below it is a 'Label:' text input field, which is highlighted with a green box. There is also a 'Description:' text area. At the bottom, there are 'Add File' and 'Cancel' buttons, with 'Add File' highlighted by a blue box.

- Here you will find instructions and other pertinent information about your assignment.
- Select **Choose File**. A new window will open allowing you to attach the document you wish to upload.
- Make sure you label your document with your name and the assignment number.
- When finished select **Add File** to upload.
- ☑ Make sure your document is saved in a format that is readable by your professor. If you are unsure of what format your document should be, reach out to your professor to confirm.

Step 3

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Coursework

Send a fax somewhere
Homework in Unit 1

This homework is open and you can now upload files (See below)
It is due **Today**, at 11:55 PM

[Add a comment](#)

For the full assignment information, read the [instructions](#)

If you are finished, remember to turn in your homework.

[Summer Roberts-Assignment_1](#) (.docx, 12K, 5/22/2019 12:40 PM)

Upload a file or if you are finished... Turn in your **Send a fax somewhere homework**

Send a fax somewhere
Homework in Unit 1

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T02.5 - Wayne's World

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Coursework

Send a fax somewhere
Homework in Unit 1

Your homework is not yet graded

[Add a comment](#)

For the full assignment information, read the [instructions](#)

Here are the files you uploaded for this homework:

[Summer Roberts-Assignment_1](#) (.docx, 12K, 5/22/2019 12:40 PM)

This homework has been turned in, so you can no longer add or edit files.

Send a fax somewhere
Homework in Unit 1

- You can now upload another document or select the button to the right to submit your assignment.
- You will see the status of your assignment here.