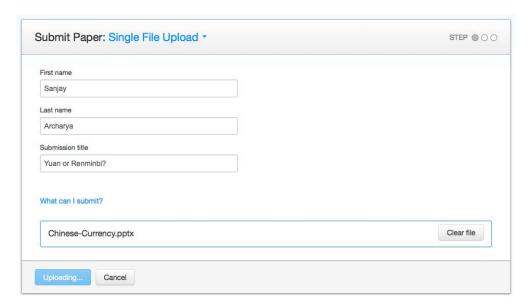
1) Fill out the insert a title in the *Submission title* box. Then select a file to upload. (You can upload a file from your computer, Google Drive™, or Dropbox.) Make sure to click the *Upload* button when you have finished selecting your file.

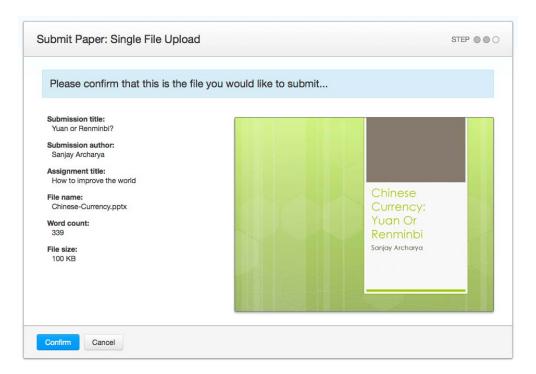


After clicking upload, you will see a 'Processing' screen, with some additional information about the submission and assignment.

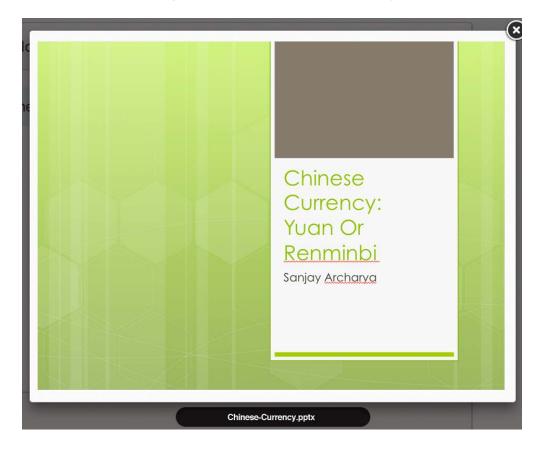


- 2) You will see a preview of the first page of the file you submitted. Click *Confirm*. (If for some reason a file takes more than 2 minutes generate a preview, which is rare, there a couple of options:
- Cancel, and try again—you will be taken back to select a file.
- Keep trying, I'll be back—you can leave and will be sent an email with status information.

You can also decide to continue waiting.



You can zoom in on the image preview if needed to help confirm that you have submitted the correct file.



You will be shown a digital receipt. And then you are done!

