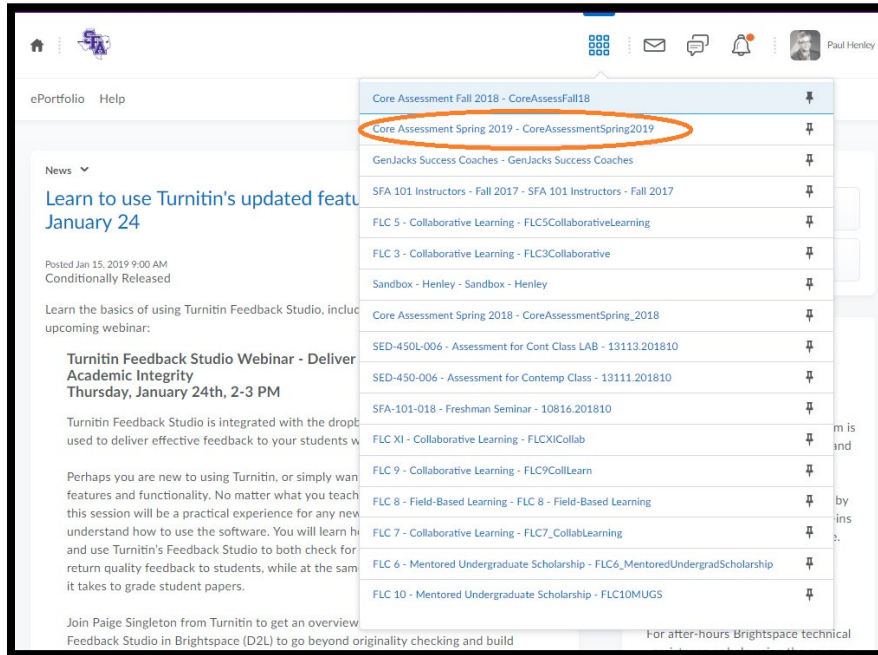
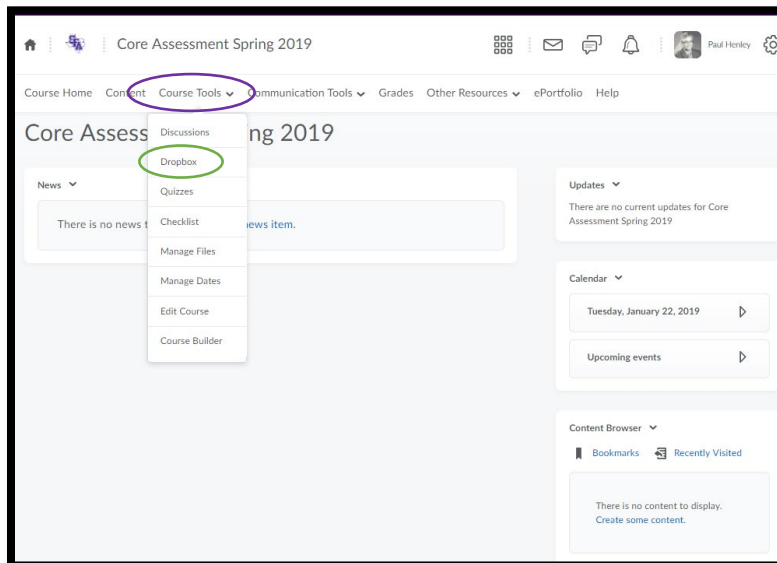


# Instructions for Uploading Core Curriculum Assignments into D2L

## 1. Choose the Core Assessment “course” from your course list



## 2. Under **Course Tools**, choose **Dropbox**.



3. You will see a list of dropboxes. Choose the appropriate dropdown, based on your assignment. This example assumes that the assignment being turned in goes into the *Empirical & Quantitative Skills* dropdown.

Core Assessment Spring 2019

Course Home Content Course Tools Communication Tools Grades Other Resources ePortfolio Help

## Dropbox Folders

New Folder More Actions

Bulk Edit

<input type="checkbox"/>	Folder	Total Submissions	Unread Submissions	Flagged Submissions	Due Date
	No Category				
<input type="checkbox"/>	Empirical & Quantitative Skills Dropbox	0	0	0	
<input type="checkbox"/>	Personal Responsibility Core Dropbox	0	0	0	

200 per page

4. Click Add a File. Then Click My Computer.

Core Assessment Spring 2019

Course Home Content Course Tools Communication Tools Grades Other Resources Help

Dropbox Empirical & Quantitative Skills Core Dropbox

### Empirical & Quantitative Skills Core Dropbox

Show Folder Information

#### Submit Assignment

Files to submit \*

(0) file(s) to submit

After uploading, you must click Submit to complete the submission.

Add a File Add Audio

Comments

Submit Cancel

Core Assessment Spring 2019

Course Home Content Add a File - Core Assessment Spring 2019 - Stephen F. Austin State University

Dropbox Empirical & Quantitative Skills Core Dropbox

My Computer My Locker Group Locker

Show Folder Information

#### Submit Assignment

File to submit \*

(0) file(s) to submit

After uploading, you must click Submit to complete the submission.

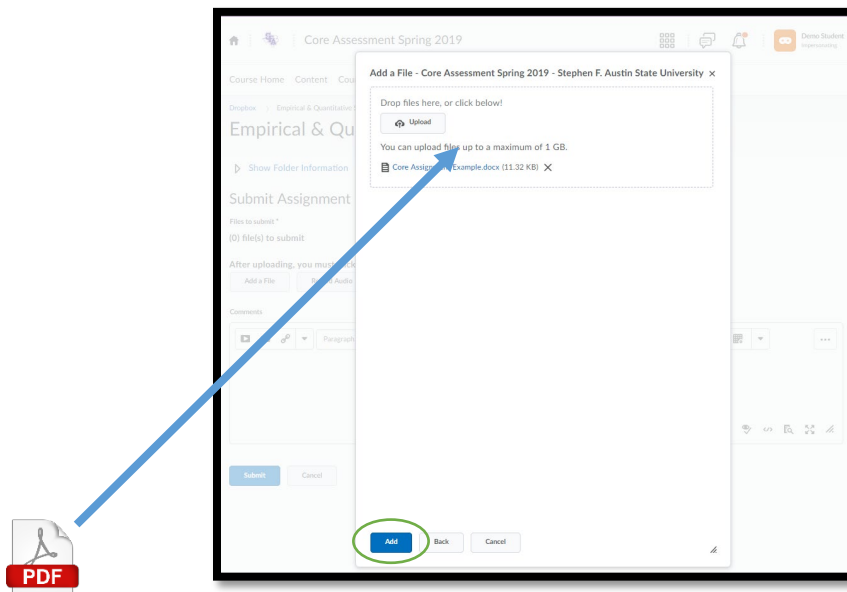
Add a File Add Audio

Comments

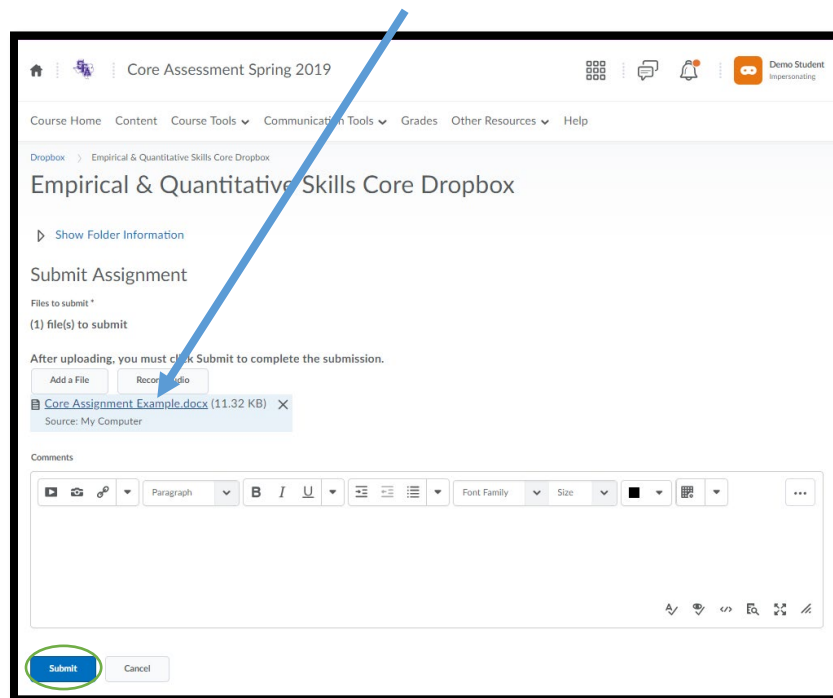
Submit Cancel

Add Back Cancel

5. Drag your file onto the target area. **Click Add.**



6. Make sure the file has been added. Then **click Submit**.



7. When you are finished submitting, click **Done**.



8. When completed, log out of D2L.