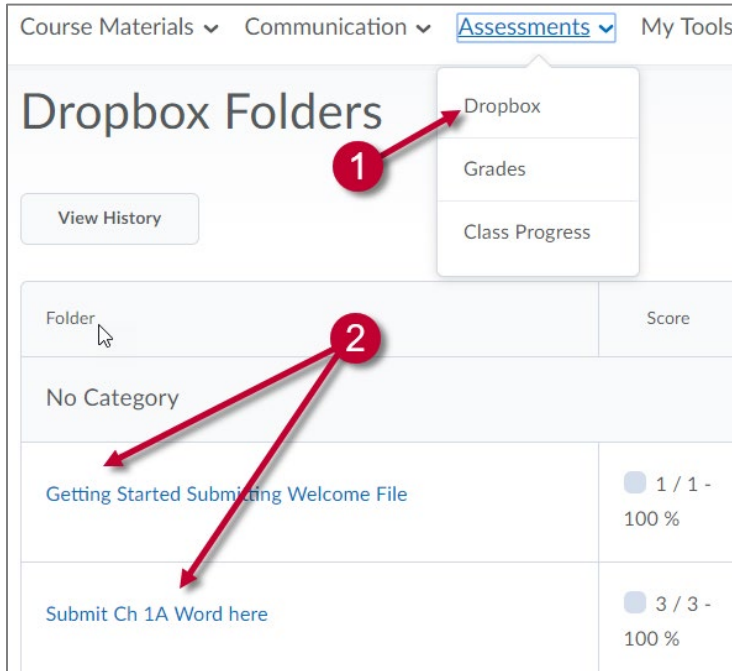


D2L Student Guide to Dropbox

STEP 1 & 2

Click on “Dropbox” located under “Assessments”, then choose the correct assignment.



The screenshot shows the D2L interface with the 'Assessments' dropdown menu open. A red circle with the number '1' points to the 'Dropbox' option in the menu. Below the menu, a table lists assignments. A red circle with the number '2' points to the 'Getting Started Submitting Welcome File' assignment.

Folder	Score
No Category	
Getting Started Submitting Welcome File	1 / 1 - 100 %
Submit Ch 1A Word here	3 / 3 - 100 %

STEP 3:

After verifying your assignment follows the directions given, click “Add a File”. Place any notes or comments for your professor in the comment section.

Submit Assignment

Files to submit *

(0) file(s) to submit

After uploading, you must click Submit to complete th

Add a File Record Audio Record Video

Comments

Paragraph B I U

Submit Cancel

STEP 4:

Next, choose “My Computer” or “ePortfolio” to locate the file you wish to upload.

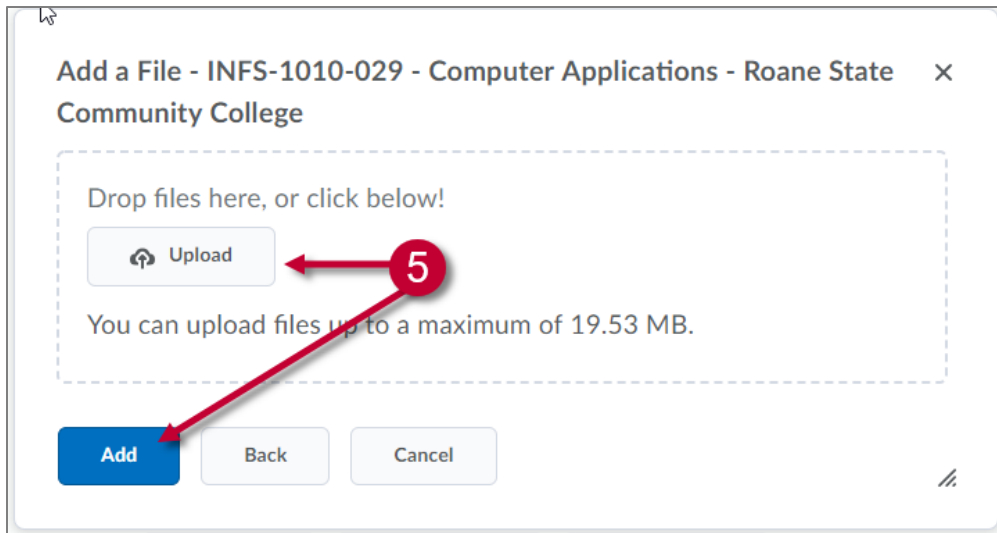
Add a File - INFS-1010-029 - Computer Applications - Roane State Community College

My Computer

ePortfolio

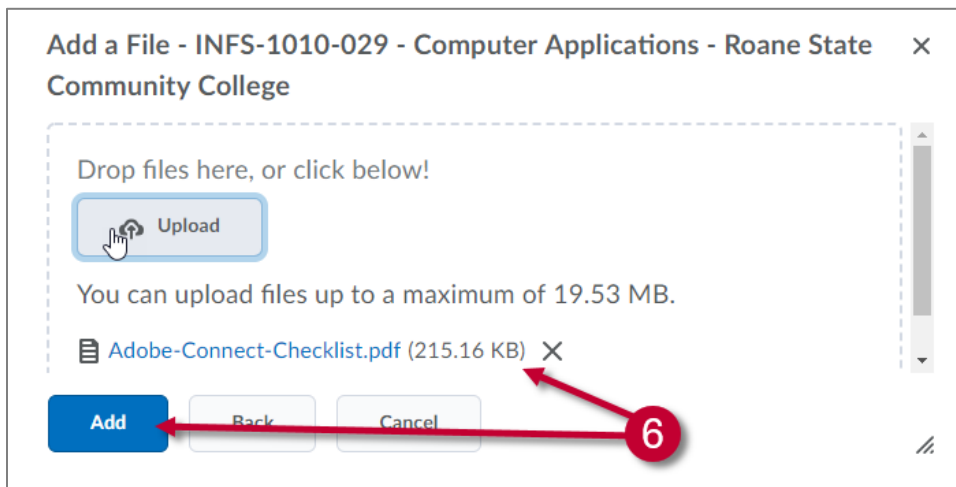
Step 5:

You can select your file by clicking on the “Upload” button or by dragging and dropping your file into the box. Once you have selected your file, click “Add”.



STEP 6:

Notice that the file shows up under “Add a File”. When you are ready to finalize the submission of your file, click “Submit”.



STEP 7:

If you are done, click “Done”. If you need to upload more files then click on “Upload More Files”.

Oct 16, 2018 3:35 PM

Submitted By

[Redacted Name]

Total File Size

215.16 KB

7

Done

View History

Upload More Files