

How to Submit Work in Canvas

Step One

The screenshot shows the Canvas LMS interface. On the left is a sidebar with links for Home, Modules, and Grades. The main content area displays the assignment 'Webquest- How to Protect Yourself'. Above the assignment title, the breadcrumb trail reads: 4500-028-000271-07 > 4500-028-000271-07 > Assignments > Webquest- How to Protect Yourself. To the right of the assignment title is a 'Submit Assignment' button with a plus icon. Below the title, the assignment details show 'Due' as 'No Due Date', 'Points' as '100', and 'Submitting' as 'a file upload'. The assignment content includes a graphic with a padlock and the text 'How to Protect Your Computer', followed by instructions to complete a webquest, save work every five minutes, and attach the completed webquest for a grade. An attachment link is provided: 'Here is the attachment: [How to Protect Yourself and Your Computer2014.docx](#)'. An orange arrow points from the 'Submit Assignment' button to a callout box that says 'Click Submit Assignment'.

4500-028-000271-07 > 4500-028-000271-07 > Assignments > Webquest- How to Protect Yourself

Home
Modules
Grades

Webquest- How to Protect Yourself

Due No Due Date Points 100 Submitting a file upload

Complete the following webquest.

Remember to save your work every five minutes.

Save it one last time before uploading it.

Attach the completed webquest for a grade.

Here is the attachment: [How to Protect Yourself and Your Computer2014.docx](#)

Click Submit Assignment

Step Two

The screenshot shows the 'File Upload' dialog box in Canvas. The dialog box has a title bar that says 'File Upload'. Inside, it says 'Upload a file, or choose a file you've already uploaded.' Below this, there is a 'File:' label, a 'Browse...' button, and a 'No file chosen' message. There is also a '+ Add Another File' button. At the bottom, there is a 'Comments...' text area, a 'Cancel' button, and a 'Submit Assignment' button. An orange arrow points from the 'Submit Assignment' button in the previous screenshot to this dialog box, with a callout box that says 'The page changes to include this box.' Another orange arrow points from the 'Browse...' button to a callout box that says 'Click Browse'.

Complete the following webquest.

Remember to save your work every five minutes.

Save it one last time before uploading it.

Attach the completed webquest for a grade.

Here is the attachment: [How to Protect Yourself and Your Computer2014.docx](#)

The page changes to include this box.

File Upload

Upload a file, or choose a file you've already uploaded.

File: Browse... No file chosen

+ Add Another File

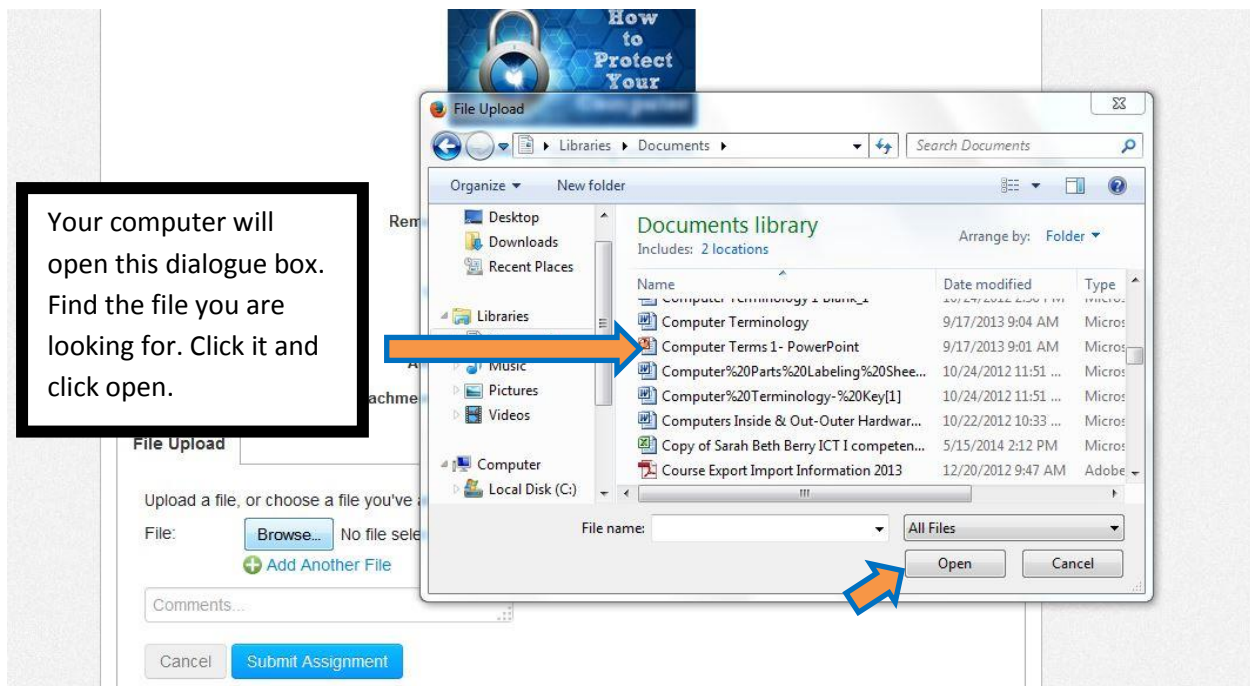
Comments...

Cancel Submit Assignment

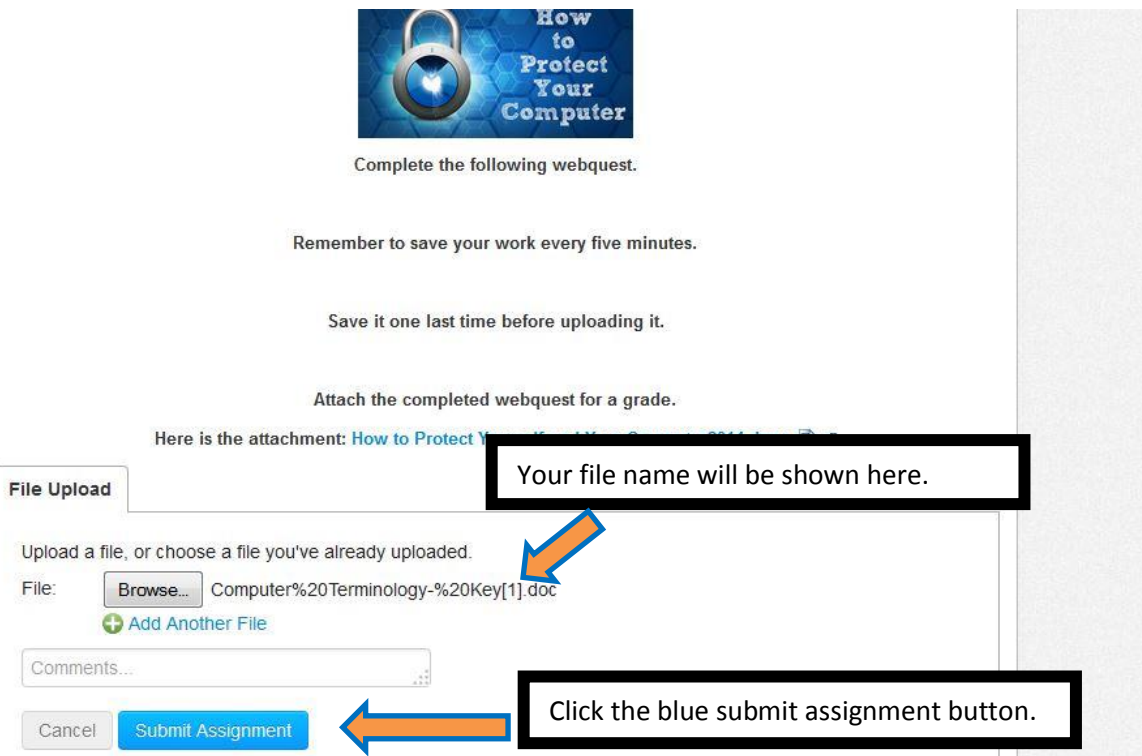
Click Browse

Step Three

Your computer will open this dialogue box. Find the file you are looking for. Click it and click open.



Step Four



Step Five- You're done!

4500-028-000271-07

Home

Modules

Grades

canvas

Courses ▾

Assignments

Grades

Calendar

4500-028-000271-07 > Assignments > Webquest- How to Protect Yourself

Webquest- How to Protect Yourself

Due	No Due Date	Points	100	Submitting	a file upload
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Complete the following webquest.

Remember to save your work every five minutes.

Save it one last time before uploading it.

Attach the completed webquest for a grade.

Here is the attachment: [How to Protect Yourself and Your Computer2014.docx](#)  

Submission

✔ **Turned In!**

Sep 11 at 12:17pm

 [Submission Details](#)

[Download](#)

[Computer%20Terminology-%20Key\[1\].docx](#)

Comments: No Comments

 Re-submit Assignment

Your screen should show this confirmation on it. 😊