

How to upload a document to your assignment on google classroom.

Open the assignment.

The screenshot shows a Google Classroom assignment page. At the top left, it says '4 St E'. The assignment title is 'Maths homework 28 September' by Miss Roe, due tomorrow. The instructions state: 'Your maths homework for this week is to complete the task set on my maths. Please find a link to the lesson Year 4 place value hundreds and thousands. Select number on the left hand side and then scroll to find Y4 place value hundreds and thousands. You will need to log in to my maths to complete the homework task set for you.' Below the instructions are two links to 'MyMaths - Bringing maths al...' with their respective URLs. On the right side, there is a 'Your work' section with a '+ Add or create' button circled in red and a 'Mark as Done' button. Below that is a 'Private comments' section with an 'Add private comment...' button.

Once you have completed the task you will be ready to hand in your work.

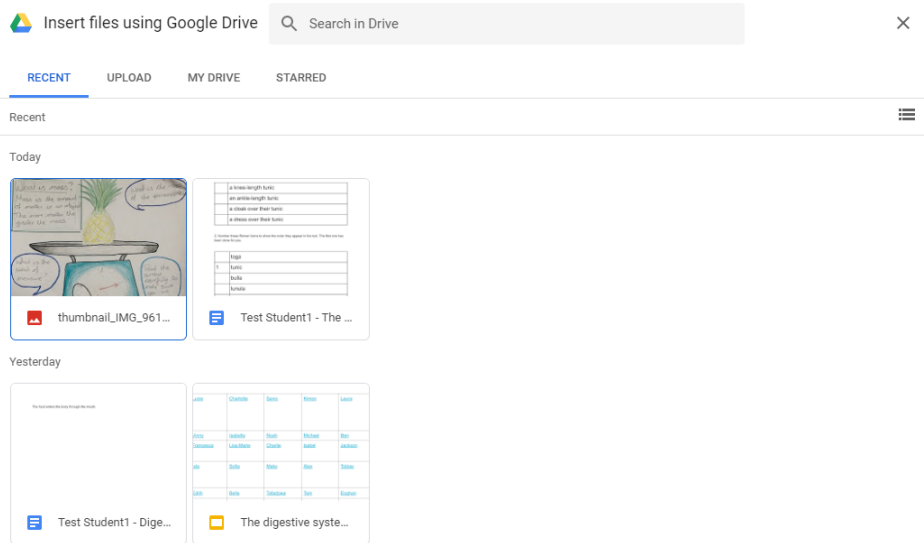
If you have taken a photo of your work or completed the task on additional document, you will need to add an attachment before you hand in the task.

To do this click on the + Add or create.

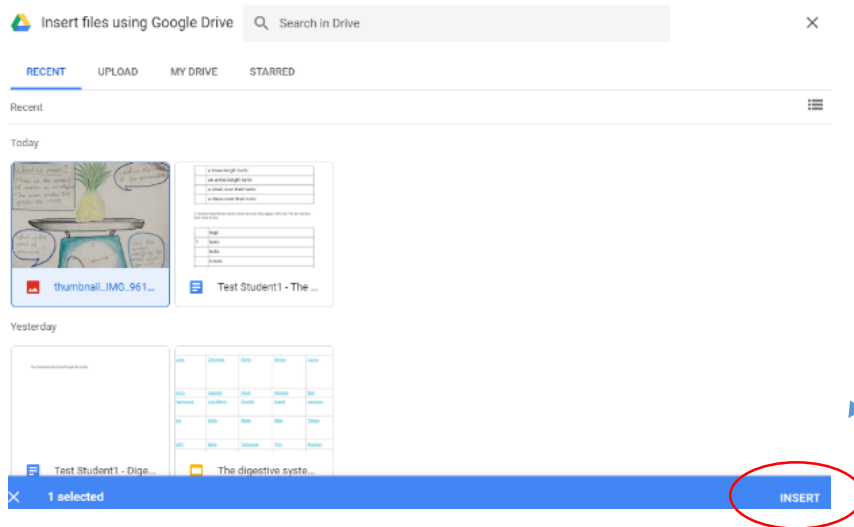
This menu will appear. Select File.

This image is a close-up of the 'Add or create' menu. The menu is open, showing options: 'Google Drive', 'Link', and 'File'. The 'File' option is circled in red. Below these options is a 'Create new' section with icons and labels for 'Docs', 'Slides', 'Sheets', and 'Drawings'.

You can then either select the file from recent or go to upload where you will be able to select the file from where you have stored it on your own device.



Once you have selected the file click, insert in the bottom right hand corner.



Then select hand in.

