iLearn: Submit an Assignment

Center for Innovation in Teaching and Learning

The **Assignments** tool enables you to submit assignments in Brightspace Learning Environment (iLearn), eliminating the need to mail, fax, or email you work to instructors. Simply upload your submission to the appropriate assignment and submit.

Understanding Due Dates and End Dates:

- A **due date** is the submission deadline of an assignment in your course. This date is specific to assignments only.
- An **end date** is attached to assignments. The end date is the final date an assignment is available for you to submit to, regardless of the due date. Once the end date of the assignment is past, you are no longer able to submit, no matter what the assignment's due date is.

To Submit Assignments:

- From the navbar, click **Assessments** and then click **Assignments**
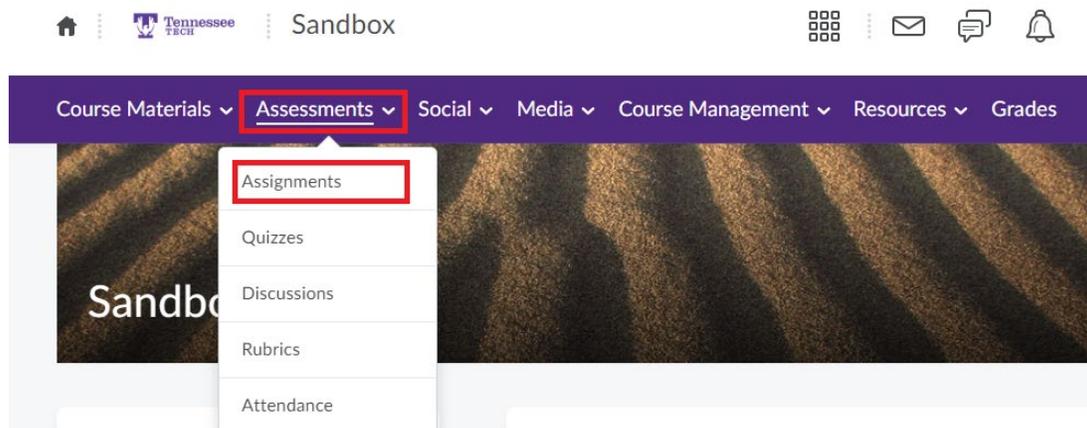
- On the Assignments page, click on the assignment you want to submit to. Follow the assignment instructions, and do one of the following:
  - Text Submissions
    - Type your assignment directly in the **Text Submission** field.
    - When you finish your written response, click **Submit**.
  - File Submissions
    - To browse for the file you want to submit, click **Add a File**. You can attach files from your local computer or storage device, a personal lock, a group locker, or Brightspace ePortfolio. Enter any comments you want to submit with the file. Click **Submit**.
  - Record Audio Submissions
    - You can select **Record Audio** to add feedback.

- When you finish recording, click **Add**. Enter any comments you want to submit with the file. Click **Submit**.

- Click **Mark as Complete** to manually mark an assignment as completed.

If you instructor enabled e-rater® Grammar feedback, to view grammar feedback on your assignment, on the **Submission History** page, click the **View e-rater® grammar feedback** link in the **Inline Feedback** column.

If your assignment allows multiple submissions, you can incorporate any grammar feedback and resubmit your assignment.

NOTES:

- If the assignment is Turnitin enabled, the file you sub,itted is pre-validated at the time of submission to ensure it is within the Turnitin file type and size requirements.
- If GradeMark or the OriginalityCheck has been enabled, you can view your **Submission ID** within your **Submission History** page.
- Depending on your course settings, you may be able to view any rubrics which are used to evaluate your work directly on the submission page.