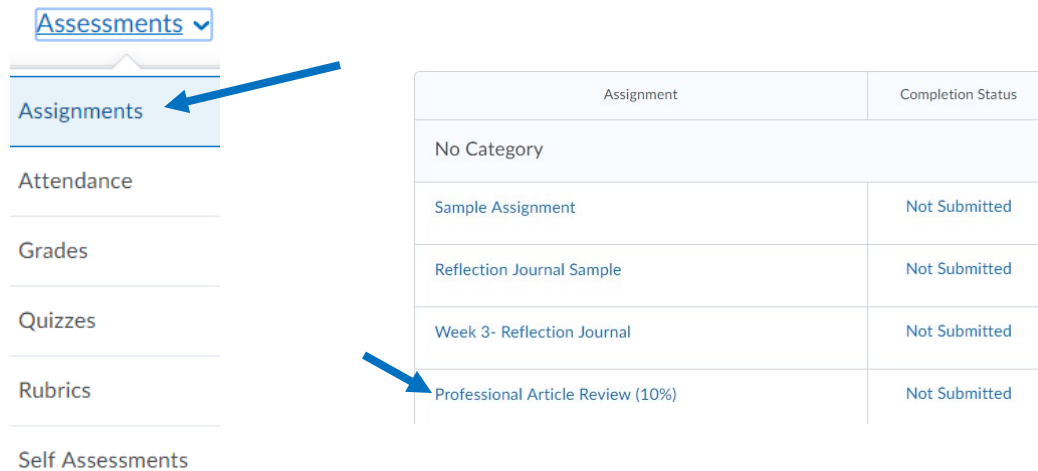# Uploading an Assignment

1. Click on the assignment. One way to get to your assignments is by clicking on **Assessments** and then **Assignments**. Then select the appropriate assignment to complete. *Your instructor may add all assignments in each week's folder or in a special Assignment folder. Consult your instructor for more information.*
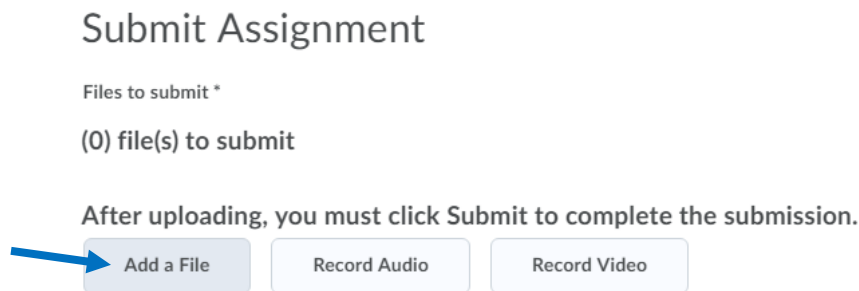

2. After reading the instructions, completing the assignment, and saving the assignment on your computer, click on **Add a File**.

3. Click on **My Computer** and then **Upload**. Find the correct document to upload.

4. Click **Add**. Add any comments (if needed). Then click **Submit**.