

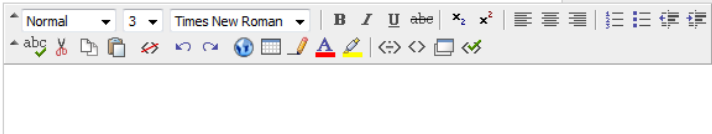
Blackboard Rel. 9.0: Submitting an Assignments

On the **Upload Assignment** page, Students can add comments and specify files to attach. Follow the steps below to submit an Assignment:

1. Select the Content Area from the Course Menu that holds the Assignment.
2. Click the name of the Assignment. The Upload Assignment page appears.
3. Complete the **Submission** field if necessary.

2. Assignment Materials

Submission Visual Editor: ON



4. To Attach a file Click **Browse for Local File** and select a file to attach.

Attach File Browse for Local File

5. Enter a **Name of link to file**. If the field is left blank, then the file name becomes the link.

6. Click **Attach File**.

Selected File	File Name	Availability Form.xls
	Name of link to file	<input type="text"/>
	<input type="button" value="Attach File"/> <input type="button" value="Do not attach"/>	
Attached files	File Name	Link Title

7. Complete the **Comments** field if necessary.

Comments

Add Comments to your Instructor Here

8. Click **Submit** when the page is complete.

Submit