Submit an assignment

The Assignments tool enables you to submit assignments in Brightspace Learning Environment, eliminating the need to mail, fax, or email your 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.

End dates are 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

1. From the navbar, click **Assignments**.
2. On the **Assignments** page, click on the assignment you want to submit to.
3. Follow the assignment instructions, and do one of the following:
   - Type your assignment directly in the **Text Submission** field. When you finish your written response, click **Submit**.
   - 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 locker, a group locker, or Brightspace ePortfolio. Enter any comments you want to submit with the file. Click **Submit**.
   - You can select **Record Audio** to add feedback. When you finish a 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.
4. If your 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 submitted 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.

View assignment feedback

Tip: You can also view assignment feedback from User Progress and Grades.

1. On the navbar, click **Assignments**.
2. From the **Assignments** page, locate your assignment, and click **Unread** in the **Evaluation Status** column.
3. From the **View Feedback** page, you can view your submission feedback, rubric assessment, and grade.
4. If your instructor added annotated feedback to the assignment, click **View Inline Feedback**. The annotation view opens in a new tab, displaying annotated feedback using highlighting, free hand drawing, shapes, and associated commenting.
5. To download the annotated assignment as a PDF, click **Download**.
6. When you are finished viewing feedback, navigate back to the **View Feedback** page and click **Done**.