

# Gradescope submitting a submission as a student

## Example of Gradescope

## Overview:

This guide will show you how to upload your assignments to the Gradescope Activity.

## What to know:

Gradescope is a powerful tool that will enable you and your teachers to manage your assignments in a flexible and efficient manner.

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## Step 1: Finding your Gradescope activity

1. Go to the module page and click on the Gradescope activity.
  2. When you are in the Gradescope activity click on the assignment activity.

C Regrade Requests		NAME	STATUS	RELEASED	DUE (+08) ▾
INSTRUCTOR	Kenneth Simmons	Assignment 1 Group 2	Submitted	AUG 31	6 days, 21 hours left SEP 15 AT 2:00PM
		Assignment Semester 1	No Submission	SEP 01	6 days, 20 hours left SEP 15 AT 1:00PM

## Step 2: Downloading the Assignment Template

If your teacher has made the assignment available to download you will be able to download the PDF document, of which you can then use to place or create your work.

## Step 3: Uploading Work

Once you have completed your work and scanned it, you can save it as a complete 'PDF' or save the individual scans as 'JPEG'. You can now upload your assignment as either format

1. Click on your assignment once again.
2. Choose the assignment type that you would like to upload to the assignment (your lecturer might specify the document type required).
3. Find your scanned documents on your computer and click 'Open'.
4. Now Upload your assignment.

INSTRUCTOR	NAME	STATUS	RELEASED	DUEDATE
Kenneth Simmons	Assignment 1 Group 2	Submitted	AUG 31	6 days, 21 hours left SEP 15 AT 2:00PM
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This is a tester for Gradescope

**Kenny's Test Module...**

Kenny's Test Module

Dashboard

Regrade Requests

**INSTRUCTOR**

Kenneth Simmons

**Submit Assignment**

Submit images for each question, or a single PDF.

Your instructor has provided a PDF to help you complete your assignment.

**Download Assignment Semester 1 PDF**

Attach one or more image files for your answer to each question. You can also submit a single PDF, and then select the pages corresponding to each question in the next step.

**SUBMIT IMAGES** **SUBMIT PDF**

**Close**

BASED	DUE (+08)
6 days, 22 hours left	SEP 15 AT 2:00PM
6 days, 21 hours left	SEP 15 AT 1:00PM
5 days, 21 hours left	SEP 14 AT 1:00PM
1 day, 22 hours left	SEP 10 AT 2:00PM
22 hours, 19 minutes left	SEP 09 AT 2:00PM
	SEP 08 AT 11:00AM

Assignment 1 C

Assignment Semester 1

Essay tester

essays tester a

missing section

Assignment 1 C

File Upload

Organize New folder

Creative Cloud Files

This PC

3D Objects

Desktop

Documents

Downloads

Music

Pictures

Videos

Windows (C:)

SeaDrive (E:)

Assignment first page.jpg

BSI.jpg

floor plan no exit.jpg

floor plan with key and fire exit.jpg

floor plan.jpg

Gradescope assessment word template.docx

Gradescope assessment.pdf

Gradescope Assignment.pdf

Student 679573890001.pdf

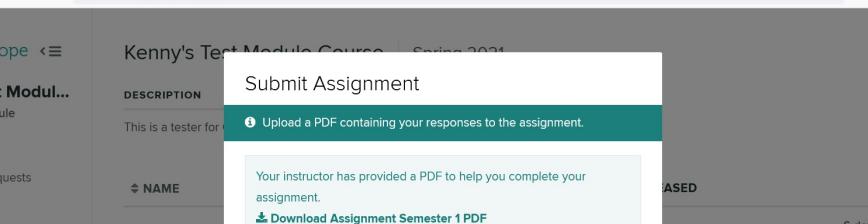
Type: Adobe Acrobat Docu...

Size: 542 KB

Date modified: 9/1/2021 12:00:00 AM

File name:

Open Cancel



The screenshot shows the Gradescope interface for a course named "Kenny's Test Module". A modal window titled "Submit Assignment" is open, prompting the user to "Upload a PDF containing your responses to the assignment." Below this, a message from the instructor states: "Your instructor has provided a PDF to help you complete your assignment." A link to "Download Assignment Semester 1 PDF" is provided. The user has selected a file named "Student 679573890001.pdf" and is about to upload it, as indicated by the "Upload PDF" button which is highlighted with an orange box. The background shows a list of assignments with their due dates and submission status.

Assignment	Due Date	Status
Assignment 1	SEP 15 AT 2:00PM	6 days, 16 hours left
Assignment 2	SEP 15 AT 1:00PM	6 days, 15 hours left
Assignment 3	SEP 14 AT 1:00PM	5 days, 15 hours left
Assignment 4	SEP 10 AT 2:00PM	1 day, 16 hours left
Assignment 5	SEP 06	16 hours, 22 minutes left

## Step 4: Matching Your Scans

Now that you have uploaded your scans you can match the assignment scans to the template question structure.

1. Click on the document image then click on the 'Question Outline' on the left of your screen do this until you have matched all of the scans to the outline.
  2. Now that all of the scans are matched and you are satisfied simply click the 'Submit' button'.

Assignment Semester 1 | Assign Questions and Pages

SUBMITTED AT: SEPTEMBER 8, 9:48 PM

Select questions and pages to indicate where your responses are located. Use **esc** to deselect all items and hold **shift** to select multiple questions.

Question Outline

Assign 1 page to a question.

TITLE	POINTS
1 Doc info	2.0 pts
2 British Standards	3.0 pts
3 Floor Plan	5.0 pts
4 Floor Plan With Exit	5.0 pts
5 Complete Floor Plan	10.0 pts

1 Q1 x

2 BSI RU 2964 Example

3 Ground Floor

4 FIRE ESCAPE PLAN

5 FIRE ESCAPE PLAN

1 page selected. Click a question to assign the page to it.

Assign Pages Sequentially

Submit

Select questions and pages to indicate where your responses are located. Use **esc** to deselect all items and hold **shift** to select multiple questions.

TITLE	POINTS
1 Doc info	2.0 pts
2 British Standards	3.0 pts
3 Floor Plan	5.0 pts
4 Floor Plan With Exit	5.0 pts
5 Complete Floor Plan	10.0 pts

Select a question or a page.

Assign Pages Sequentially  Submit

## Step 5: Submission Complete

Now you will see that you have completed your submission successfully.

Provide your Student ID a

ID NUMBER: 679 573 8900 01

DOCUMENT INFORMATION:

Assignment Semester 1 submitted successfully!

A receipt of your submission has been sent to student@noemail.invalid. You can resubmit any number of times until the due date (**Sep 15**). Once graded, click a question to view the grading rubric and you will have the option to submit a regrade request (if your instructor has enabled it).

Close

Assignment Semester 1 UNGRADED

STUDENT Example Student

TOTAL POINTS - / 25 pts

QUESTION	POINTS
QUESTION 1 Doc info	2 pts
QUESTION 2 British Standards	3 pts
QUESTION 3 Floor Plan	5 pts
QUESTION 4 Floor Plan With Exit	5 pts
QUESTION 5 Complete Floor Plan	10 pts

Select a question.  Reselect Pages  Download Original  Submission History  Resubmit

### Tips:

Ensure that you match your submission to the 'Question Outline' in the correct manner as this will enable the marking of your submission to be completed in the most efficient manner possible.