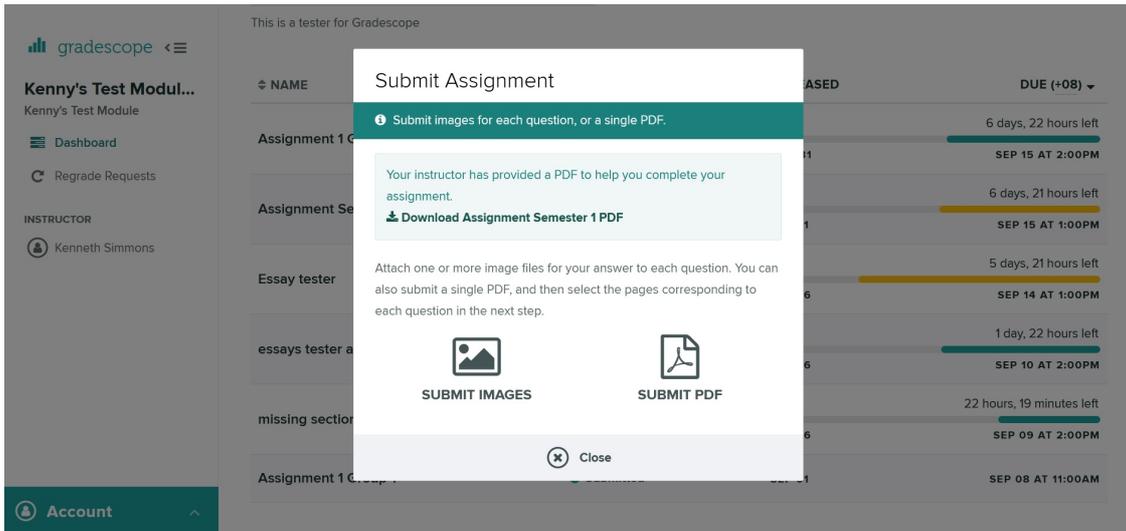# Gradescope submitting a submission as a student

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.

Table of Contents

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.

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 and work 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 (you lecturer might specify the document type required).
3. Find your scanned documents on your computer and click 'Open'.
4. Now Upload your assignment.

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

This is a tester for Gradescope

Submit Assignment

ℹ 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

File Upload

This PC › Desktop › Gradescope tester Images

Search Gradescope tester Ima...

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

File name: _____   All Files (*.*)

Open   Cancel
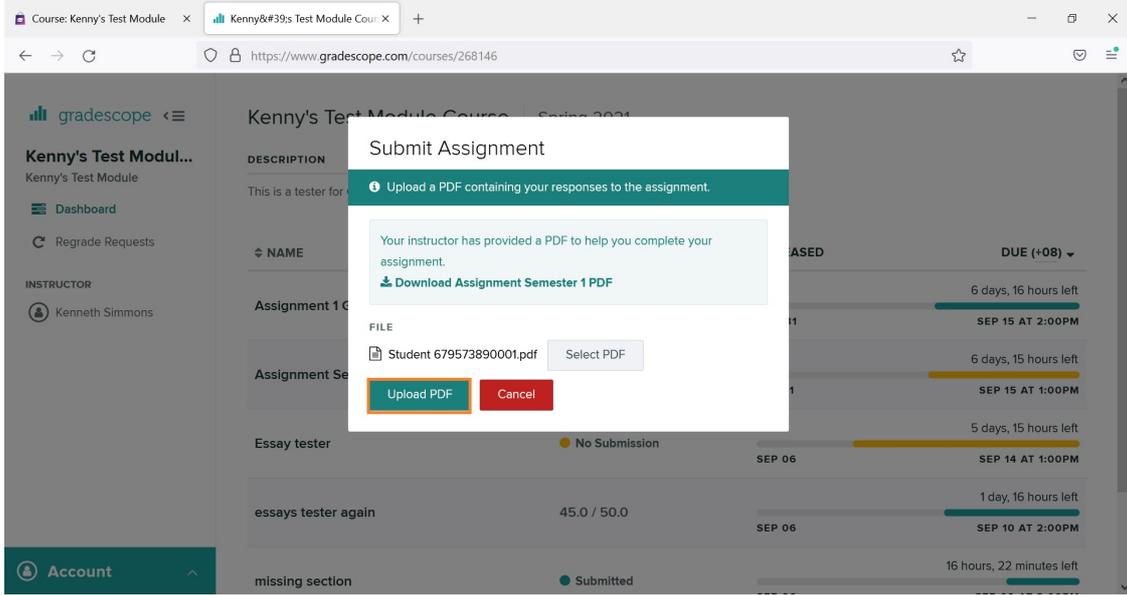
Step 4: Matching Your Scans

Now that you have uploaded your scans you can match the assignment scans to the template question structure.
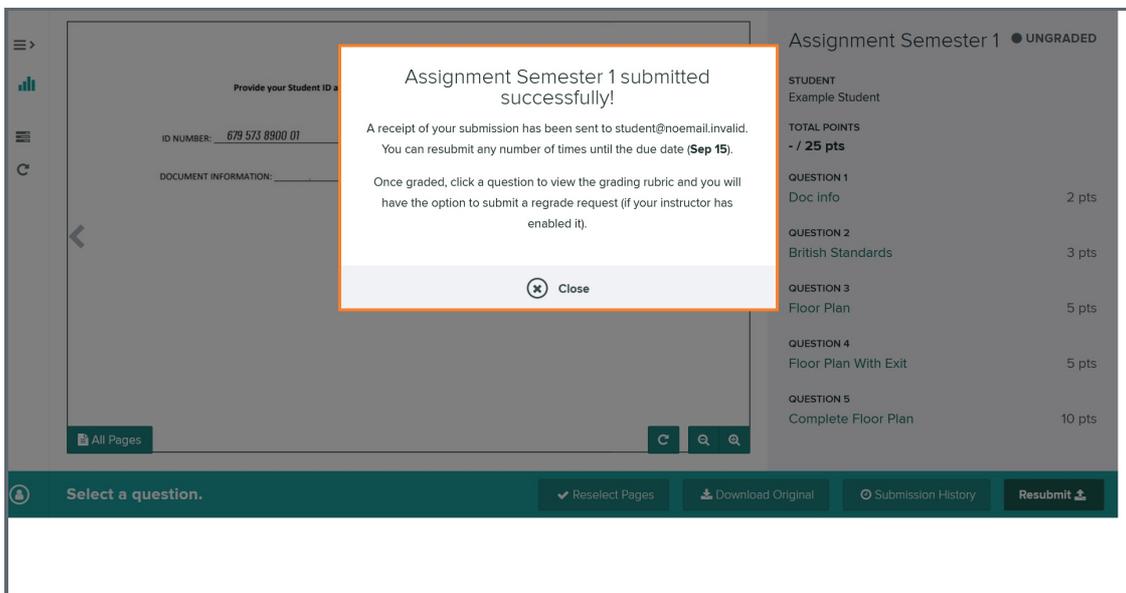
1. Click on the document image then click on the 'Question Outline' on the left of your screen do this until you have matched all of the scans to the outline.

2. Now that all of the scans are matched and you are satisfied simply click the 'Submit' button'.
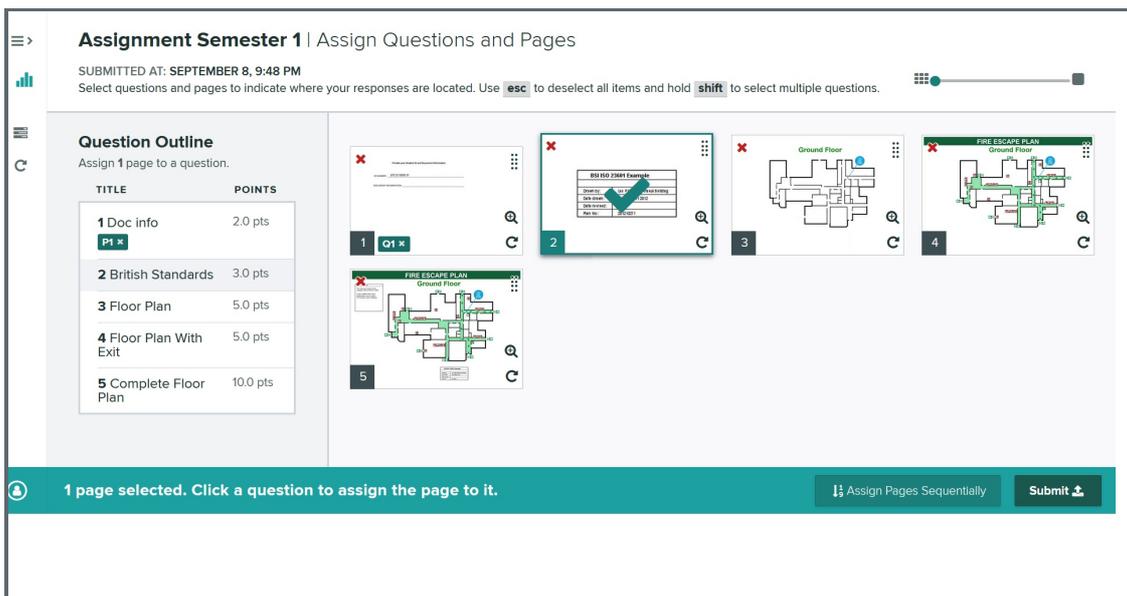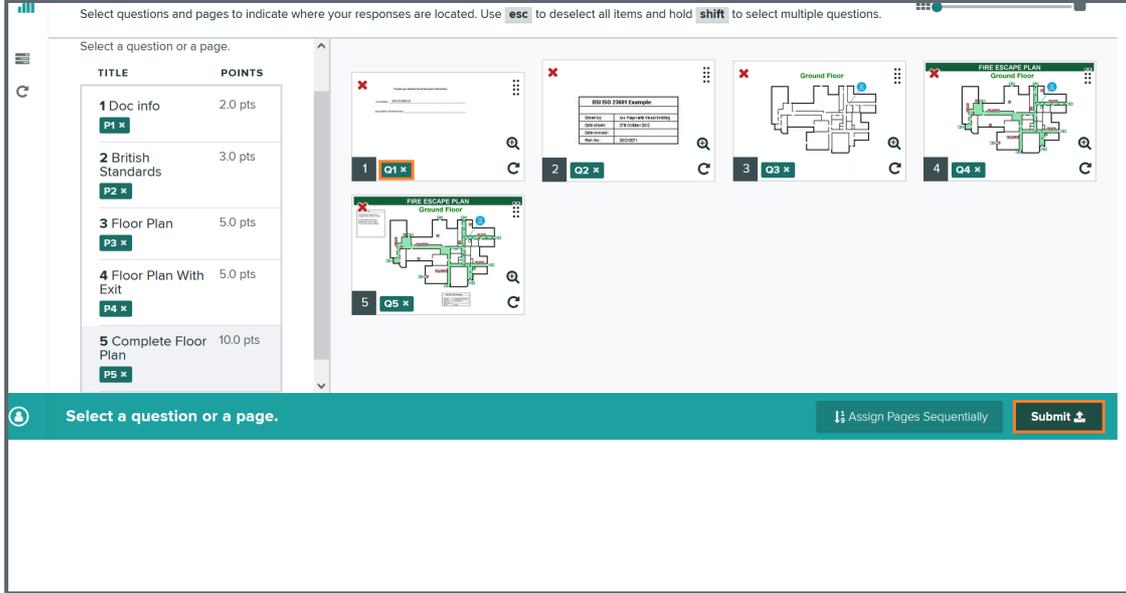
Step 5: Submission Complete

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

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.