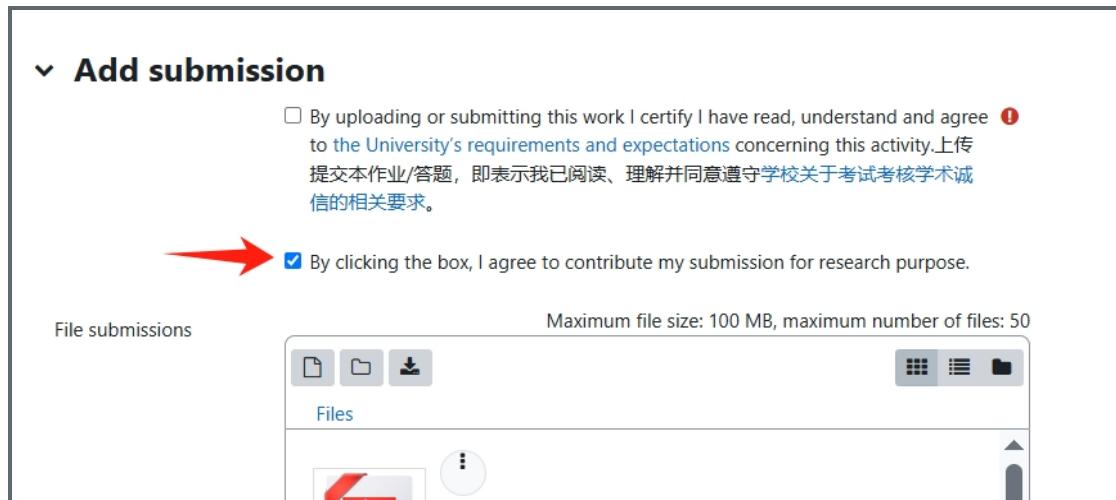


# How to enable Checkbox feature in Assignment

406 Bowen Zhang Fri, Mar 21, 2025 4. Manage submissions and feedback

2306 0



The screenshot shows a 'Add submission' interface. At the top, there is a checkbox agreement text in English and Chinese. A red arrow points to a checked checkbox labeled 'By clicking the box, I agree to contribute my submission for research purpose.' Below this is a 'File submissions' section with a file upload interface. The maximum file size is 100 MB and the maximum number of files is 50. The interface includes standard file management icons like upload, download, and folder.

An example of students' submission interface

## Overview:

This guide will show you how to set up the checkbox to ask for the permission of students submissions for research purpose.

## What to know:

The Checkbox feature is only available in Assignment activity where students are required to upload their submissions.

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### Step 1: Creating the Assignment

When setting up the assignment activity, proceed to the "Settings" tab in the newly created assignment activity. It is crucial to enable this setting while establishing the new dropbox.



## Individual assignment

Assignment

**Settings**

Advanced grading

Export

Download renamed submissions

More ▾

### Updating Assignment in Assignments

Expand all

#### General

Assignment name

Individual assignment

Description



Words: 0

### Step 2: Enable the submission agreement

In the Submission types section, check the "Submission agreement" to expand the box for entering the agreement text.

#### Submission types

Submission types  Mahara portfolio  File submissions  Video Assignment  Online text

**Submission agreement**

Site

Home - Connect @ XJTLU

Lock submitted pages

Yes, but unlock after grading

Maximum number of uploaded files

50

Maximum submission size

100 MB

Accepted file types

.pdf

Choose

PDF document .pdf

### Step 3: Modify the agreement text

You have the flexibility to modify the agreement text within the expanded box. This text will be visible to students at the time of their submissions. The following is provided as an example.

Ensure to save the changes after setting up other configurations for the dropbox.

## ▼ Submission types

Submission types  Mahara portfolio [?](#)  File submissions [?](#)  Video Assignment [?](#)  Online text

  Submission agreement [?](#)

Site [?](#)

Home - Connect @ XJTLU [▼](#)

Lock submitted pages [?](#)

Yes, but unlock after grading [▼](#)

Maximum number of uploaded files [?](#)

50 [▼](#)

Maximum submission size [?](#)

100 MB [▼](#)

Accepted file types [?](#)

.pdf

Choose

PDF document .pdf

Submission agreement

By clicking the box, I agree to contribute my submission for research purpose.

## Step 4: Students' interface during submission

Students will have the option to consent to contributing their submissions by checking the box that you have customised. Once they

### ▼ Add submission

By uploading or submitting this work I certify I have read, understand and agree [?](#) to the University's requirements and expectations concerning this activity.上传提交本作业/答题, 即表示我已阅读、理解并同意遵守学校关于考试考核学术诚信的相关要求。

  By clicking the box, I agree to contribute my submission for research purpose.

File submissions

Maximum file size: 100 MB, maximum number of files: 50

Files		

## Next steps:

Now that you have finished establishing the checkbox feature in the Assignment activity, you will be able to see the list of students who have agreed to contribute their submissions. The functionality to export the list of students who have agreed is currently in development. Please reach out to Learningmall@xjtlu.edu.cn to assist you in downloading the list.