

Unit Topic: Submitting a picture to an Assignment from your mobile device

Introduction

You may be asked by your professor to take a picture of your work and submit that image to an Assignment in DC Connect. Did you know you can do that from your mobile phone? This document outlines the steps for how to do that.

Content

This document covers the following topics:

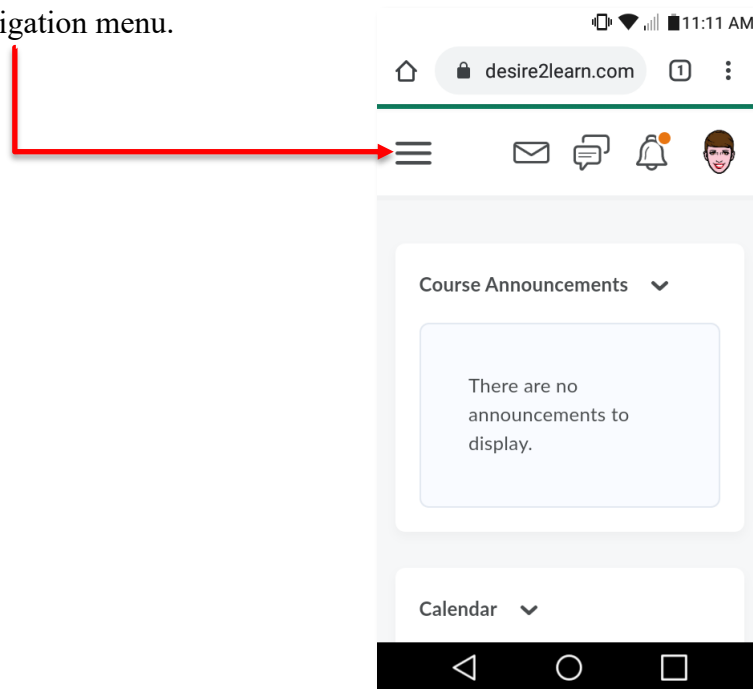
- Accessing Course Assignments
- How to Submit an Image File
- Confirming the File Submission

Accessing Course Assignments

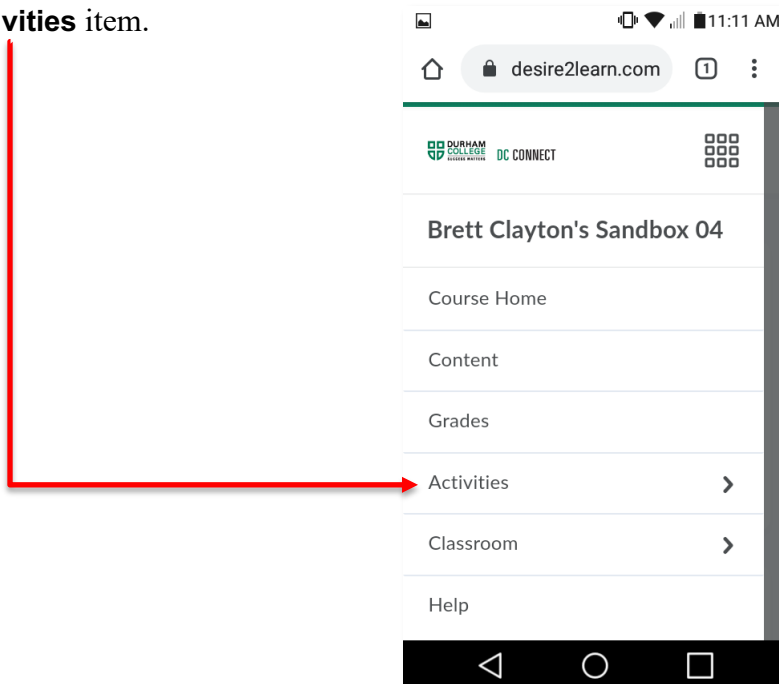
DC Connect on your mobile device works the same as when you access it on a desktop (or laptop) computer.

Open a browser, go to DC Connect, and then tap on the course you want to submit the assignment to.

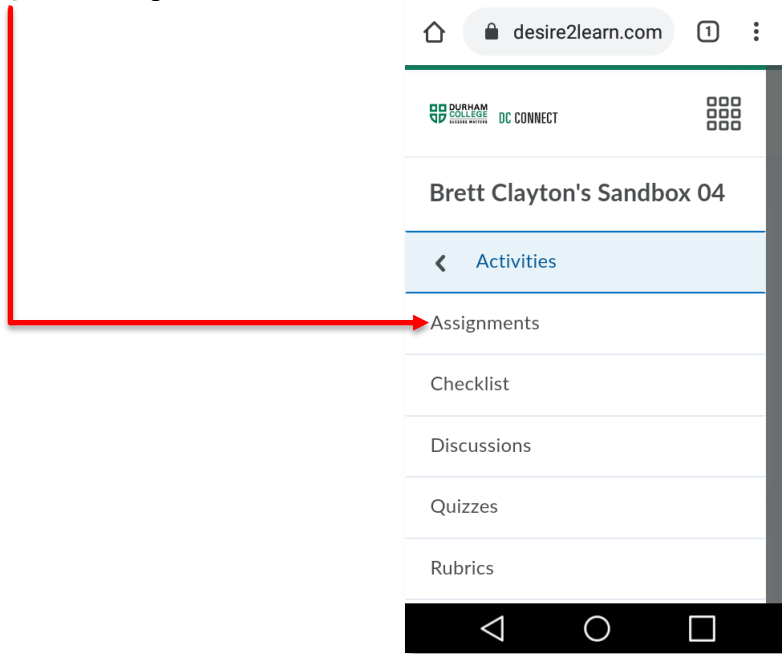
Tap the top left navigation menu.



Next, tap the **Activities** item.

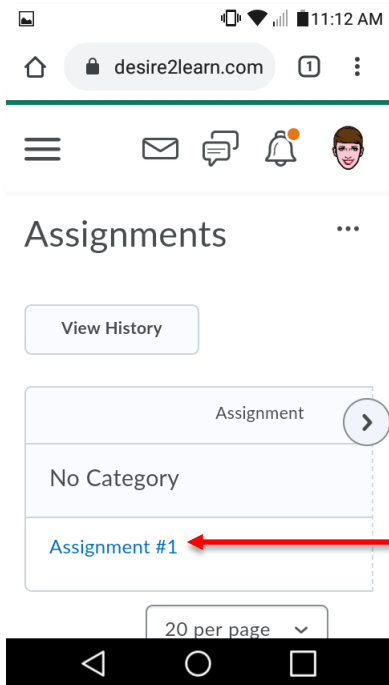


Then tap the **Assignments** option.

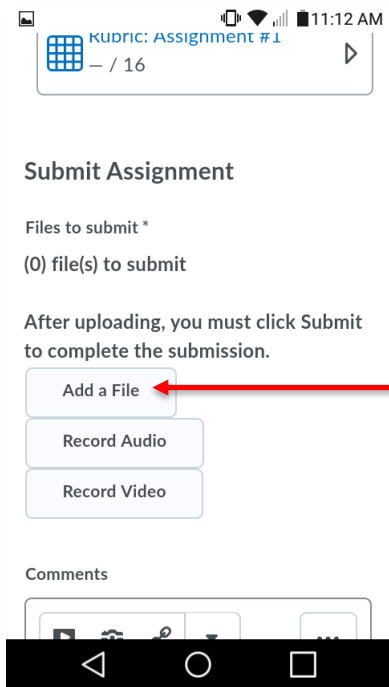


How to Submit an Image File

You are now in the Assignments tool and ready to take your picture.

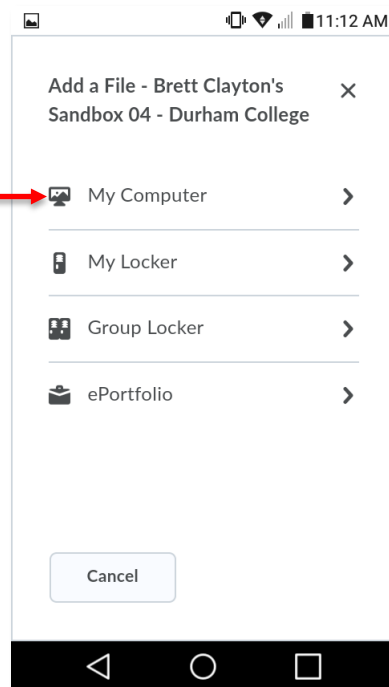


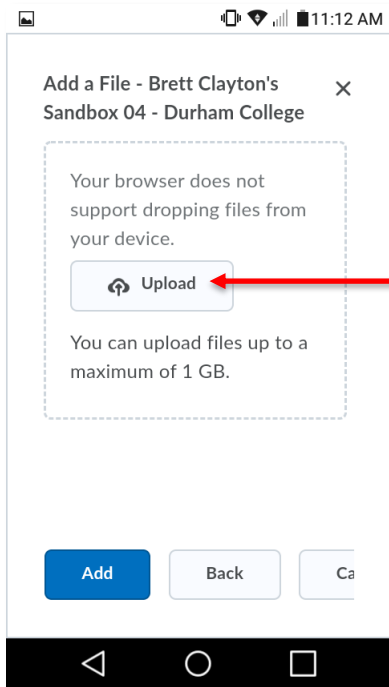
Tap directly on the Assignment you are trying to submit work for.



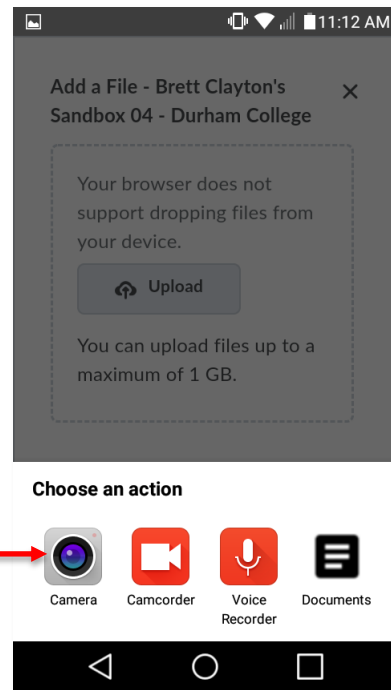
Then tap the **Add a File** button.

Tap on the **My Computer** option.





Next, tap on the **Upload** button.

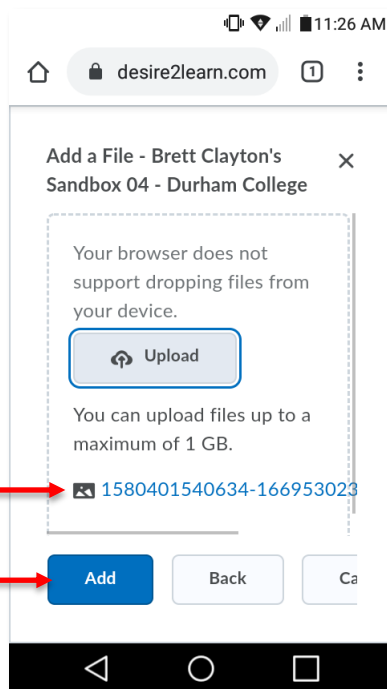


At this point you should be prompted to select an action from your phone.

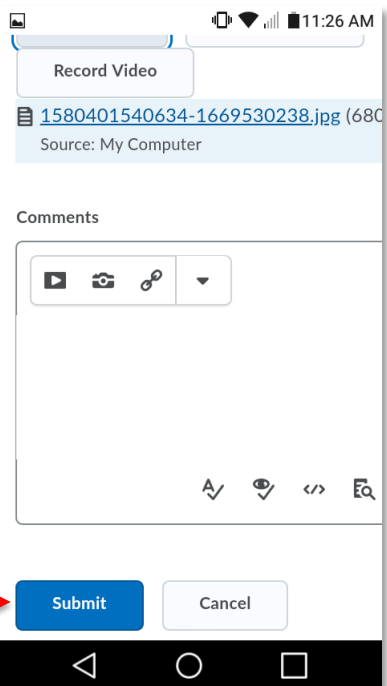
Select your phone's Camera app.

Use the Camera to take a photo of whatever your professor is asking you to submit. Confirm you'd like to use the photo if you are asked by your phone.

After you have confirmed the photo, you should see a numbered file appear beneath the Upload button. It might look something like this...



Next, tap the **Add** button.

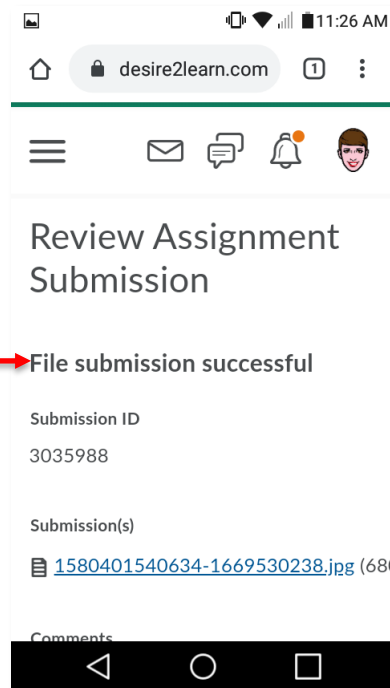


Then tap the **Submit** button.

Confirming the File Submission

Once you've submitted your work, it is important to confirm the submission was successful.

Look for the **File Submission successful** statement...



...but more importantly, log in to your DC Mail Email account and confirm that you have an Email receipt.

If there is no Email receipt, the file was not submitted successfully.

Tap the **Done** button to complete the submission process.

