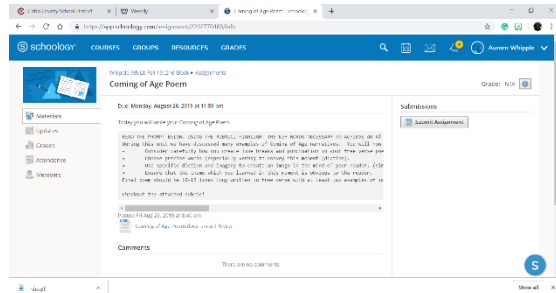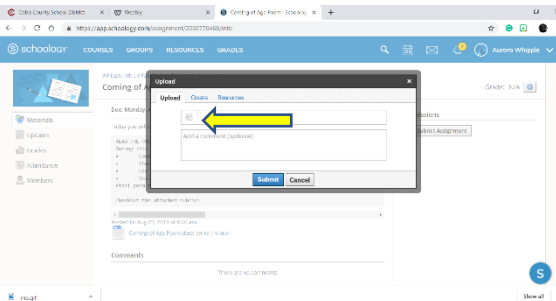# Steps to Uploading a OneDrive File to Submit in Schoology
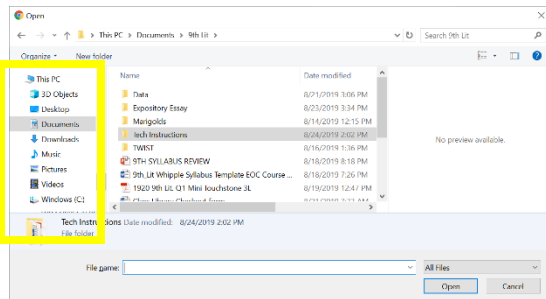
**(These are directions for submitting assignments <u>AT SCHOOL on the Cobb Network</u>)**

1.	Press the SUBMIT ASSIGNMENT in the upper right hand corner of the Assignment page in Schooogy.
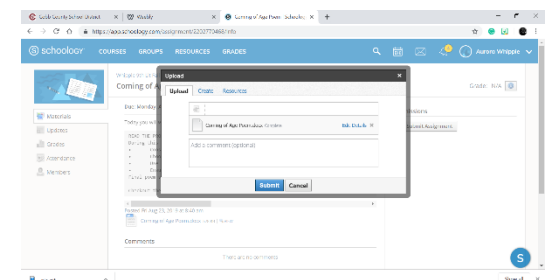
2.	You will see Upload screen. Click on the file icon. The icon is muted and will not be highlighted. See the image for a visual.

3.	Your files will show on the screen. Use the navigation bar on the far left of the screen to scroll and find your OneDrive.
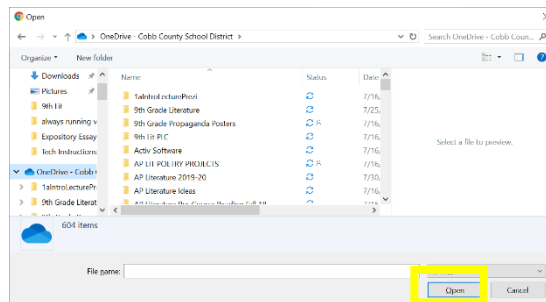
4.	Click on the appropriate file and OPEN it.

5.	You should see the file name, press the SUBMIT button.

6. You should see "Assignment submitted" under Submissions. If you need to re-submit your assignment. Use the Resubmit Assignment button.