



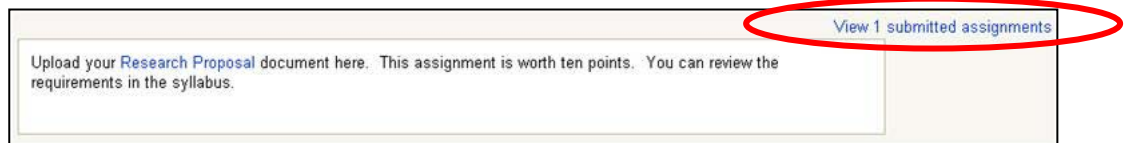
FoxTALE Assignment File Upload

Uploading an Assignment File

For **Advanced uploading of files** assignments:

After the instructor has reviewed a student's file, the instructor's review file can be uploaded in the assignment so that the student can see the instructor's response.

1. Go to the assignment. Select the link, **View x submitted assignments** (upper right corner of screen):



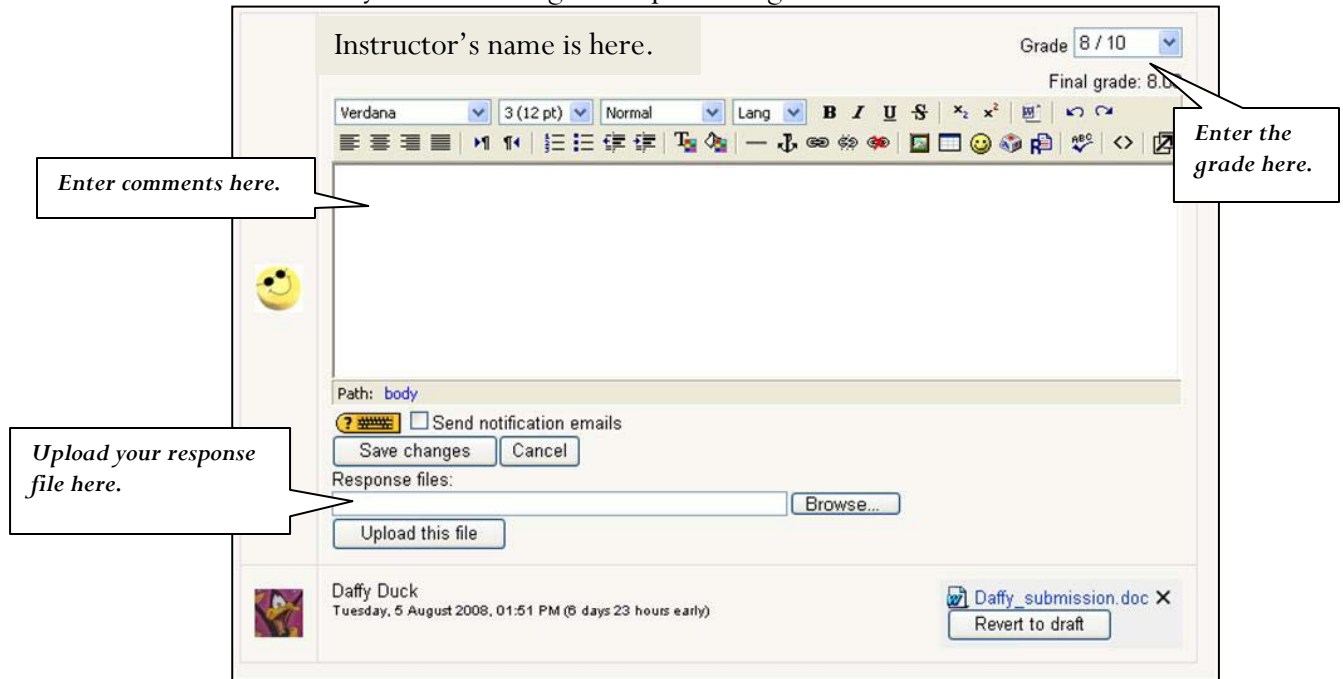
2. This takes you to the **Submissions** page that displays a roster of all students.

In the **Status** column, you will see a **Grade** link for a student if you have not entered a grade, or you will see an **Update** link for a student if you have already entered a grade or reviewed the assignment. Click the student's link.

First name / Surname	Grade	Comment	Last modified (Student)	Last modified (Teacher)	Status	Final grade
Bugs Bunny	No grade			Friday, 24 October 2008, 09:01 AM	Update	-
Daffy Duck	8 / 10		Daffy_submission.doc Tuesday, 5 August 2008, 01:51 PM	Tuesday, 5 August 2008, 02:11 PM	Update	8.00
Eric Lopez	No grade				Grade	-



- This takes you to the Assignment processing window:

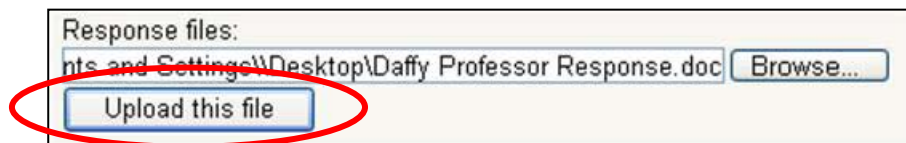


If the window does not appear, check your browser to confirm that it is set to allow pop-ups.

- Select the **Browse . . .** button at the bottom of the window. This allows you to select the revised file saved in your computer files:



- The path to your file will appear in the text box.



Select the **Upload this file** button to process the uploading of your revised file.

The **Advanced uploading of files** assignment allows you to upload multiple files until you reach the limit set in the assignment settings. The file you upload will overwrite an existing file with the same name.