



## How to Attach Multiple Documents to an Assignment Submission

1. Access the assignment dropbox. Click the “New Attempt” button in the lower right corner.

Please Note: Assignment will not be submitted to the faculty member until the "Submit" button under "Final Submission" is clicked.

Title	Attached Documents	Turnitin Report	Similarity Index	Final Submission
Click 'New Attempt' to start assignment or attach documents				

2. A “New Attempt” dialogue box will display. Enter the title of the attachment in the “Title” field. Click “Choose File”

New Attempt

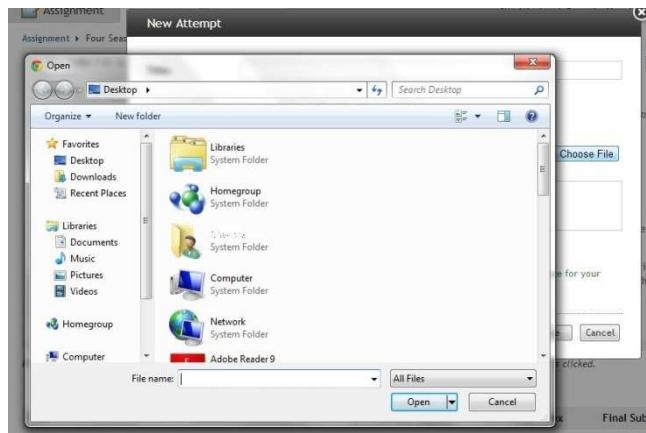
Title:

Attach only: .doc, .docx, .eps, .htm, .pdf, .rtf, .txt, .wpd files.  
(File size not to exceed 10MB)

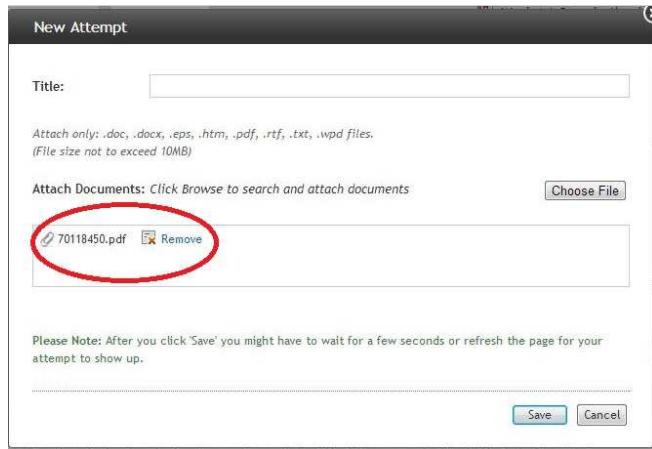
Attach Documents: Click Browse to search and attach documents

Please Note: After you click 'Save' you might have to wait for a few seconds or refresh the page for your attempt to show up.

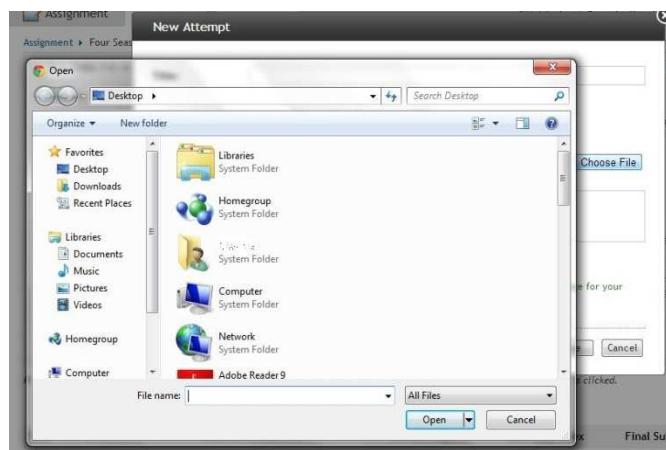
3. A file explorer window will display. Find the location of the file to be uploaded. Click on the file. Click “Open” on the file explorer window.



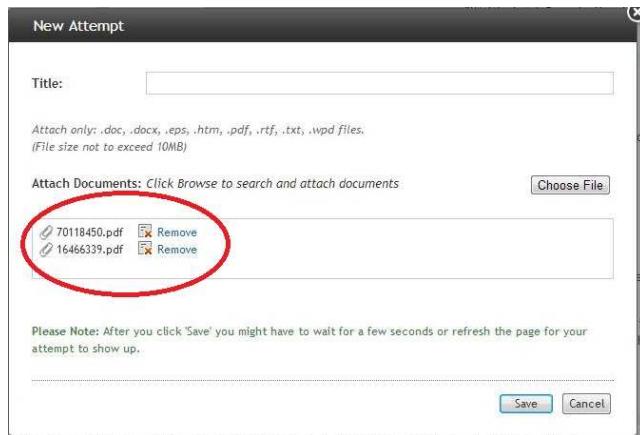
4. The file will display in the box below the words “Attach Documents.” To attach another file, click, “Choose File.”



5. A file explorer window will display. Find the location of the file to be uploaded. Click on the file. Click “Open” on the file explorer window.



6. The additional file will display in the box below the words “Attach Documents.” Repeat steps 3 and 4 to attach additional files. Once all files display in the box below the words “Attach Documents,” click “Save.”



New Attempt

Title:

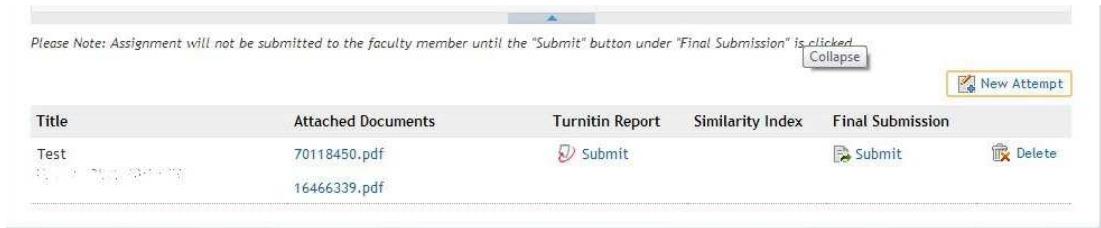
Attach only: .doc, .docx, .eps, .htm, .pdf, .rtf, .txt, .wps files.  
(File size not to exceed 10MB)

Attach Documents: Click Browse to search and attach documents

 70118450.pdf   16466339.pdf

Please Note: After you click 'Save' you might have to wait for a few seconds or refresh the page for your attempt to show up.

7. Multiple files will display under the “Attached Documents” area of the assignment dropdown. To submit the files to TII, click the “Submit” under the Turnitin Report column. Once the TII report similarity percentage displays, then click the “Submit” button under the “Final Submission” column.



Please Note: Assignment will not be submitted to the faculty member until the "Submit" button under "Final Submission" is clicked.

Title	Attached Documents	Turnitin Report	Similarity Index	Final Submission
Test	70118450.pdf 16466339.pdf	<input type="button" value="Submit"/>		<input type="button" value="Submit"/> <input type="button" value="Delete"/>