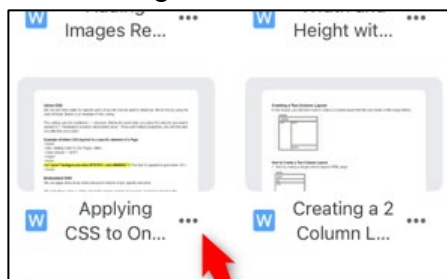
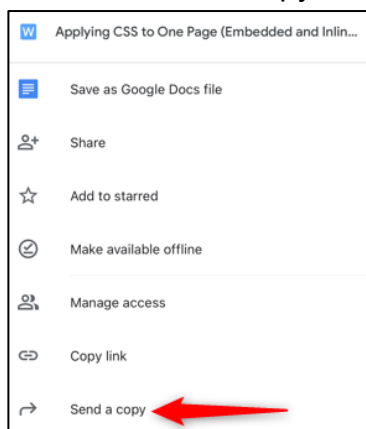


Uploading from an iPad to Brightspace:

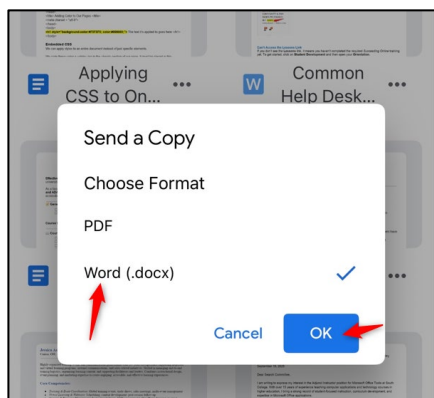
1. Go to Google Drive, locate the document to download, and click on the three dots.



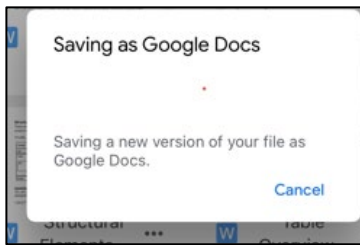
2. Click on Send a Copy



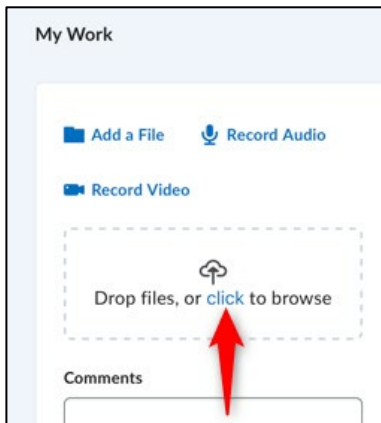
3. Select the format and click on OK.



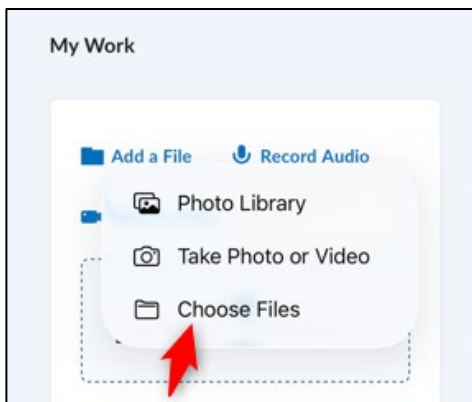
You will get a message that Google is saving the file to your device.



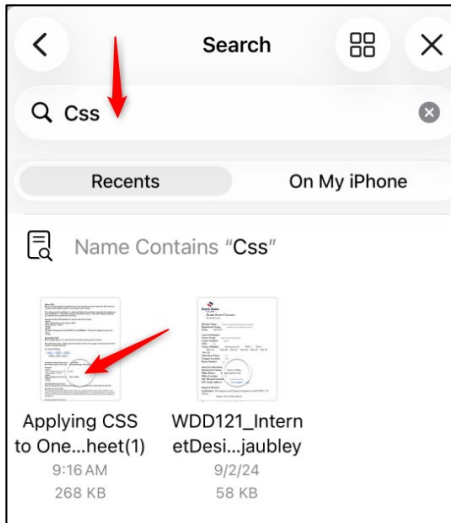
4. Sign into your Brightspace course and locate the assignment you want to submit to.
5. Scroll down until you see the file submission and click on the click to browse option.



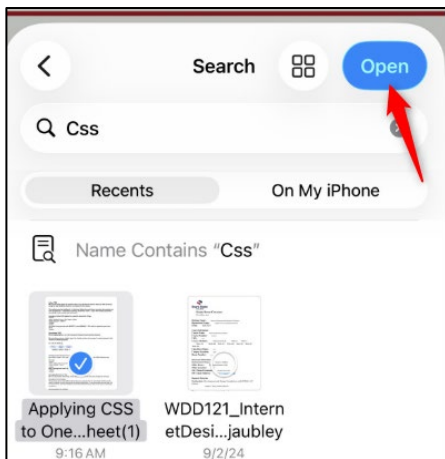
6. Click on Choose Files.



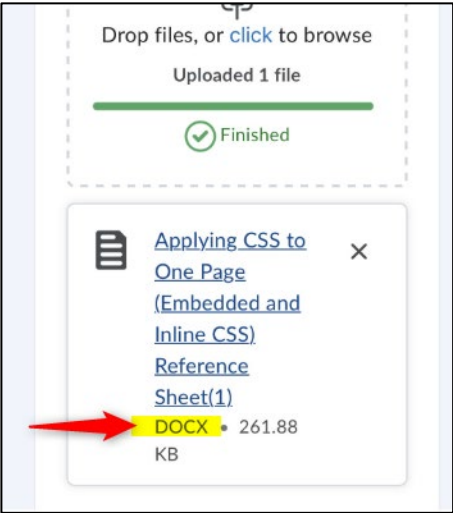
7. Locate the file to upload. You can use the search at the top of the screen to locate it if you have multiple files saved. Once you find the file, click on the circle in the middle to select it.



8. Click on Open



9. Once the file is uploaded, you can check to make sure you upload the correct format by looking at the file that is attached.



10. Click on Submit to submit your assignment.

