Turn In Your Assignment in Microsoft Teams

If your teacher is using Microsoft Teams, here is how to submit your assignments.

Click here for the link to Microsoft Instructions

How to turn in your assignment in MS Teams

1. Click on Assignments at the bottom of the screen

2. Then choose the class you are submitting the assignment to
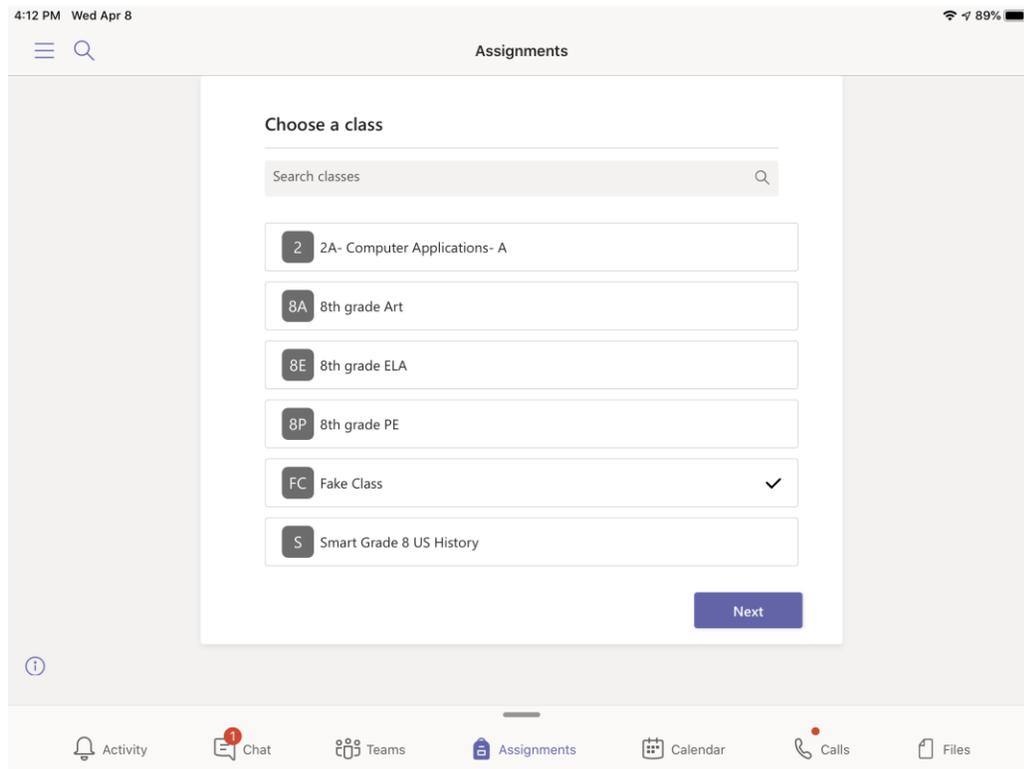
3. Select the Assignment
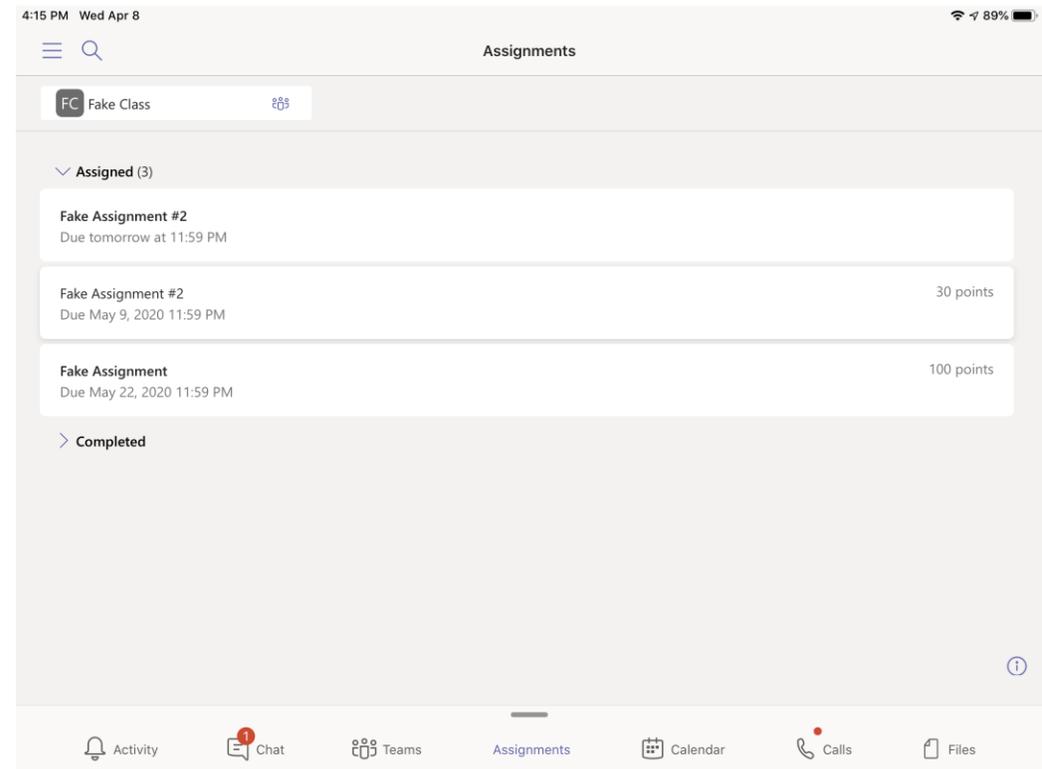
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4. Click the Add work link
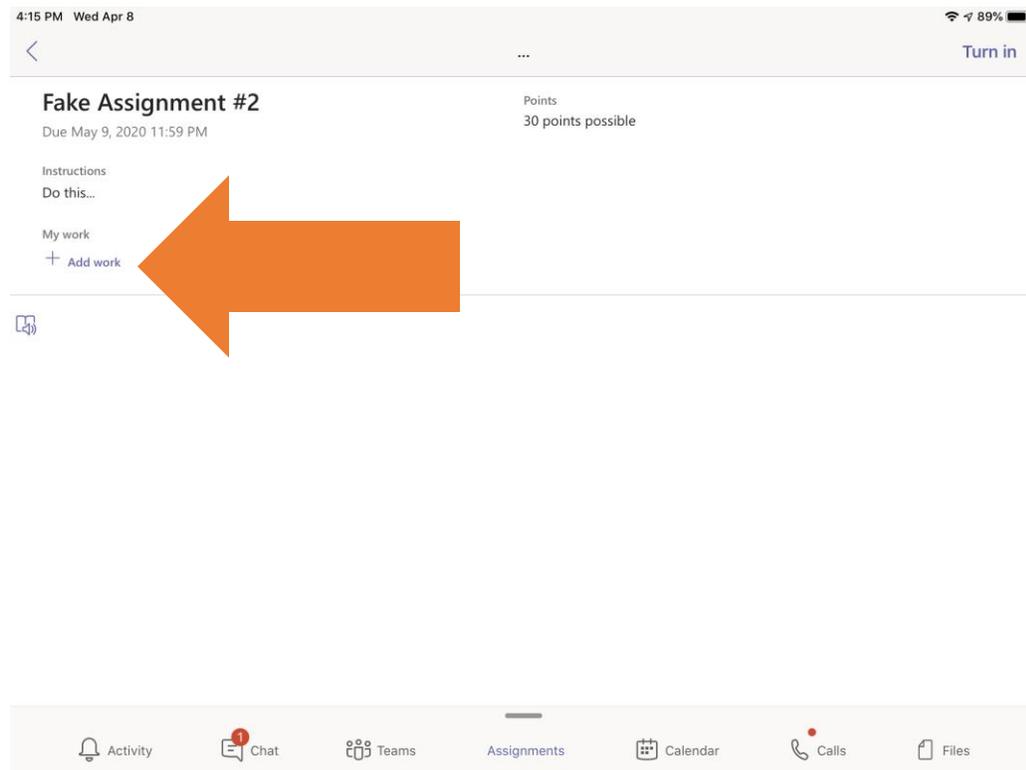
5. Find your file (it's wherever you saved it)
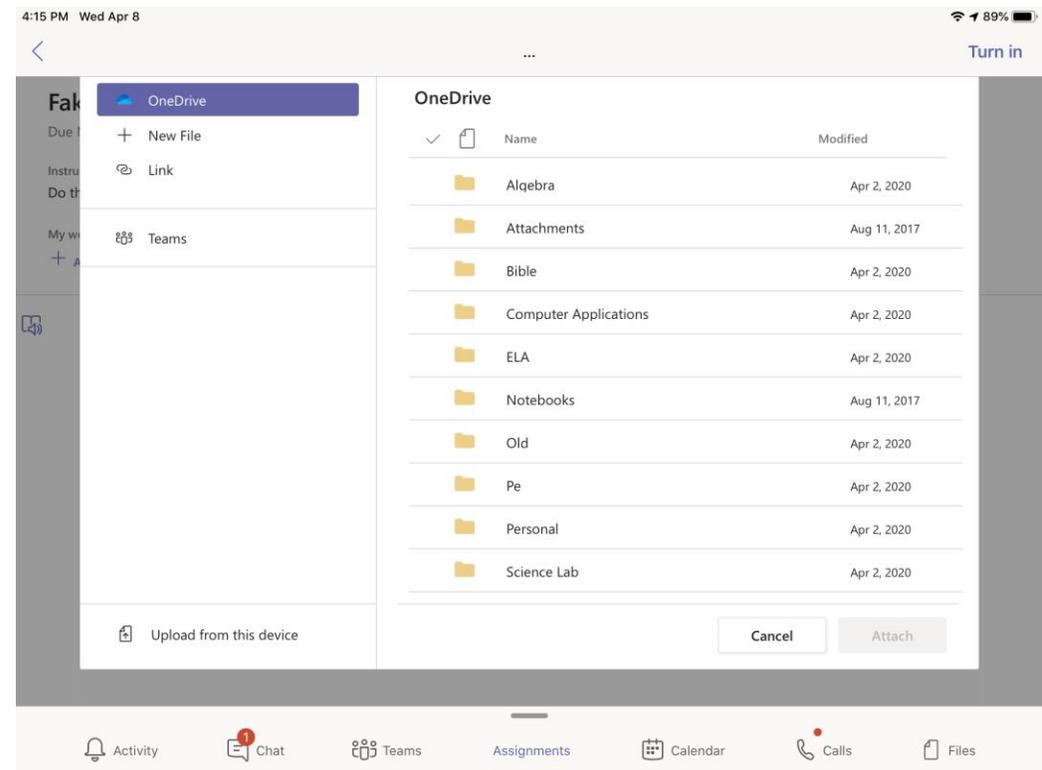
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For this example the file was saved in OneDrive in the Bible folder

6. Click Attach
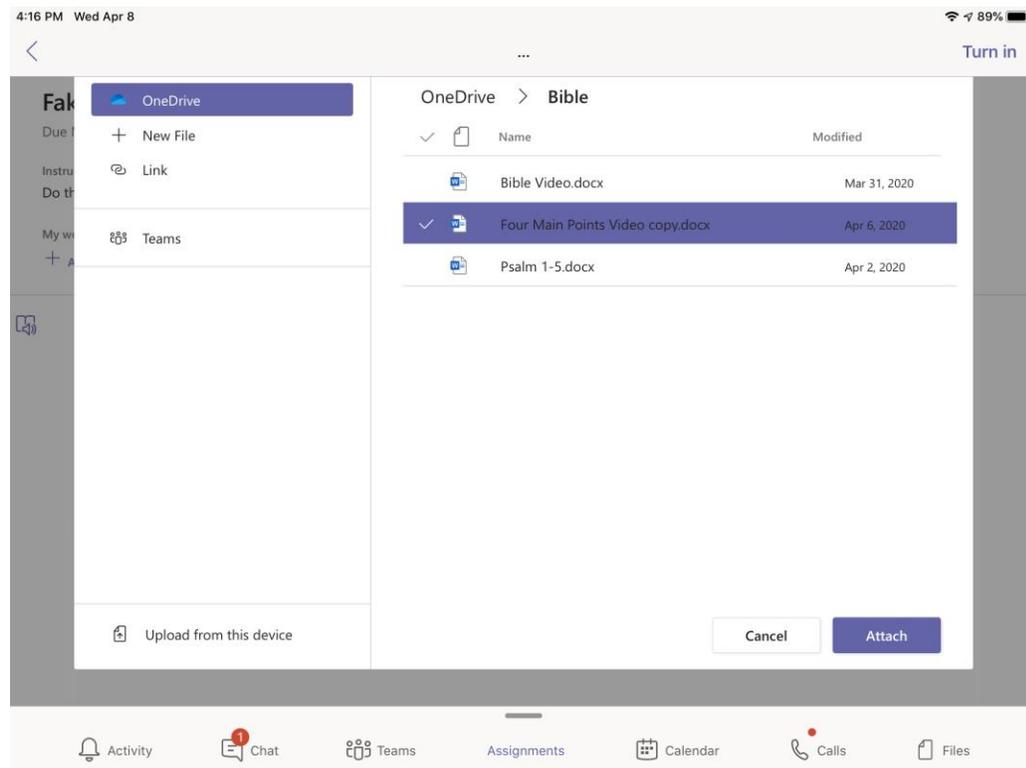
7. Be sure the file is showing

8. Click Turn In (Please don't forget)!

Click here for the link to Microsoft Instructions