

Submitting Files to Brightspace

- On the course Brightspace page, click on **Course Tools** and select **Assignments**.
- On the Assignments page, click on the particular homework set you wish to submit your .pdf file.
- Click **Add a File**. Select **My Computer**, if this is where your file resides. Click **Upload**, then **Add**, then **Submit**, and finally click **Done**.
- You may re-upload a single file before the due date. Your last uploaded single file will be the one that is graded.
- For the convenience of you and the grader, please name your single .pdf file something descriptive like: **HW-03-Last Name-First Name Initial**