

Hands-On Maintenance and Light Repair

How do I submit an assignment?

When you are done with an assignment, such as a Pretest, Lesson, or Posttest, select the *Submit* button in the lower-right corner. For Pretests and Posttests, this will submit the assignment to the system to be auto-graded. For Lessons, this will submit the assignment to your instructor for grading.

The screenshot shows the 'Instructor Checkpoint' section of a learning management system. At the top, there is a purple header with a checkmark icon and the text 'Instructor Checkpoint'. Below this, a purple box contains instructions: 'Instructor, please complete this checkpoint. Review your student's work, provide comments and feedback, if desired, and then perform one of the following actions:'. Two bullet points follow: 'Verify this student's work by signing your name in the **Instructor Signature** field.' and 'Skip the sign-off process by selecting the **Skip Instructor Sign-Off** checkbox.'. Below the instructions is a text area for 'Instructor Comments:' with the text 'Nice work!' and a '2 / 10000 Word Limit' indicator. Underneath is the 'Instructor Signature:' section, which includes a signature toolbar with 'Clear', 'Undo', and 'Redo' buttons, and a grid where the name 'Tenn' is written in orange. Below the signature grid is a checkbox for 'Skip Instructor Sign-Off' which is currently unchecked. At the bottom of the form, there is a 'Quit' button on the left and a navigation bar with buttons for pages 1 through 9, and a 'Submit' button on the right which is highlighted with a red box.

If you have not completed all of the questions, the system will ask if you are sure you want to submit the activity. To proceed with the submission, select *Yes*. To go back to the assignment to complete the missed questions, select *No*.

The screenshot shows a 'Submit activity' dialog box with a blue header and a close button (X). The main text reads: '2 questions are unattempted. Are you sure you want to submit the activity?'. At the bottom right, there are two buttons: 'No' and 'Yes'.

If you have completed all of the questions, the system will confirm that you would like to submit. Select *Yes* to confirm your submission.

The screenshot shows a 'Submit activity' dialog box with a blue header and a close button (X). The main text reads: 'All questions have been attempted. Do you want to submit the activity now?'. At the bottom right, there are two buttons: 'No' and 'Yes', with the 'Yes' button highlighted by a red box.