

# Assignments

There are two ways to access an Assignment, which can also be referred to as a "drop box":

1. If your instructor has placed the assignment on the content page, you can access there.
2. You can click on Assessments and then Assignments and it will take you to the list of assignments available to you.

Watch the following video about assignments:

[Click here for video!](#)

## Tips:

1. Read the instructions thoroughly.
2. If you can submit an assignment more than once, take advantage of your professor's revise-and-review process.
3. Submit your assignment in the file formats your professor requested.
4. Don't wait till the last minute to turn in your work.

## Something Went Wrong!

What happens if something goes wrong during a test or assignment submission? Internet service goes down. There's a power failure. Assignment doesn't save. What do you do?

Don't panic, there is process to follow. Immediately email your instructor and submit a problem report via the [Report a Problem](#) link on your Course Home page. Check the syllabus for the instructor's policy on technical difficulties during a test or assignment.