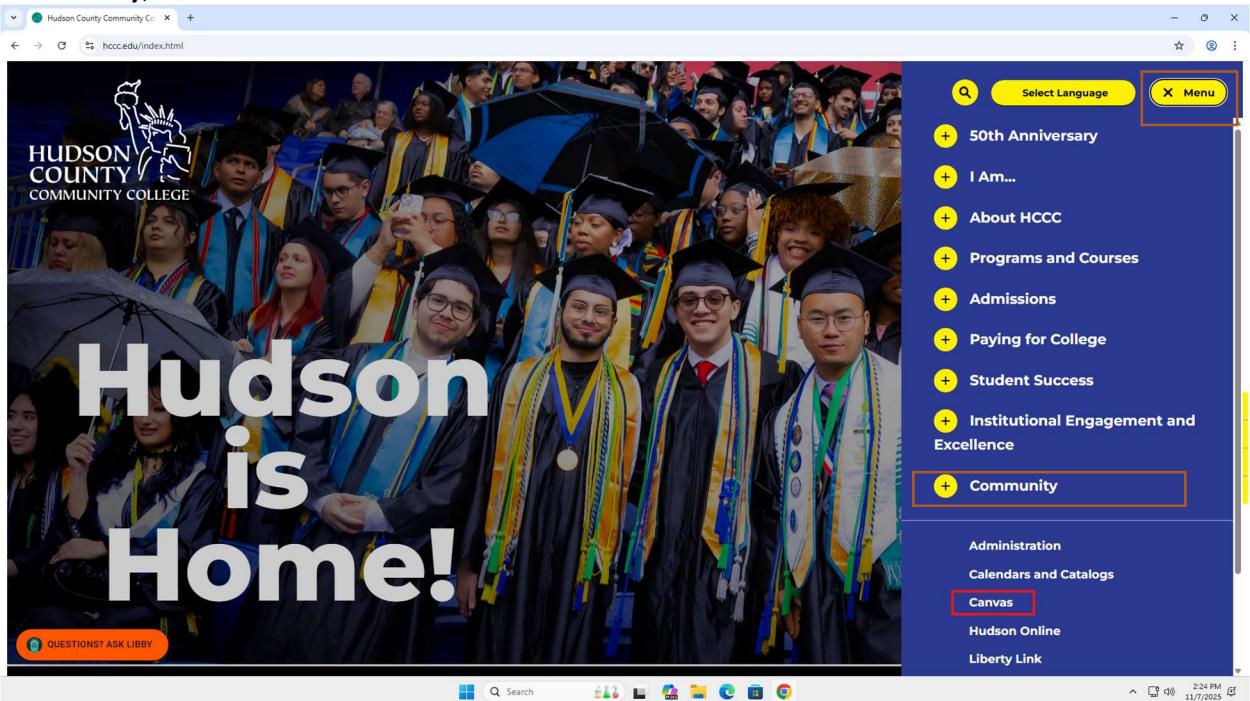


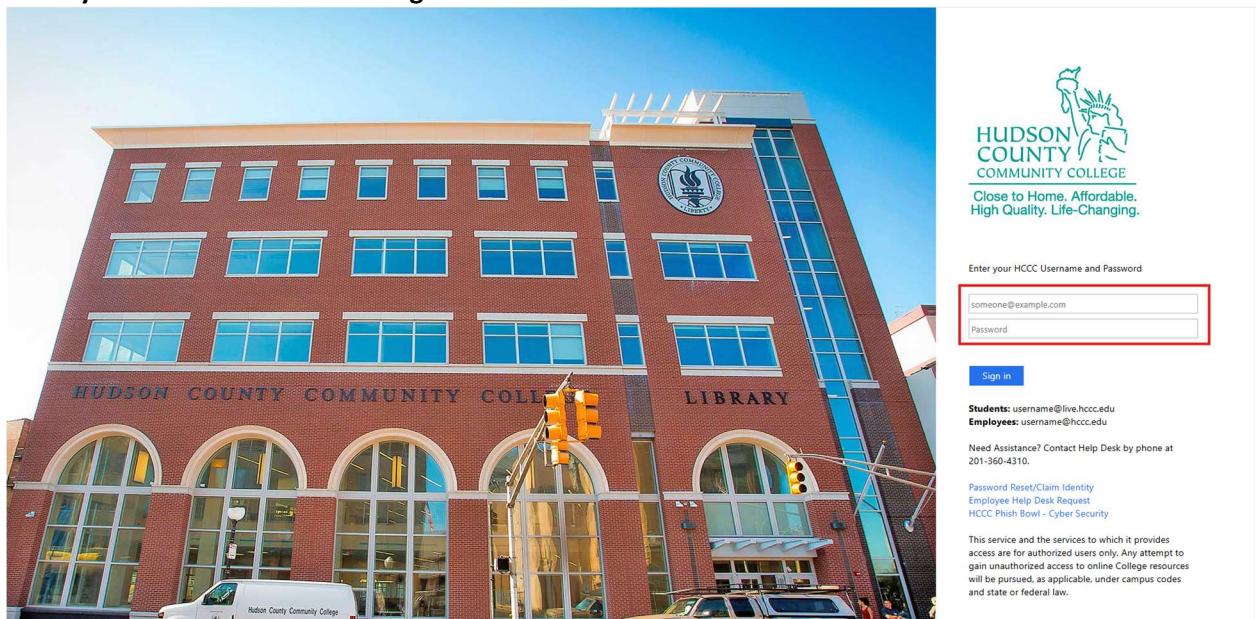
Information Technology Services

Using OneDrive to Submit Work in Canvas

1. To access Canvas, visit hccc.edu. From the homepage, navigate to the Menu, then select Community, and click on Canvas.



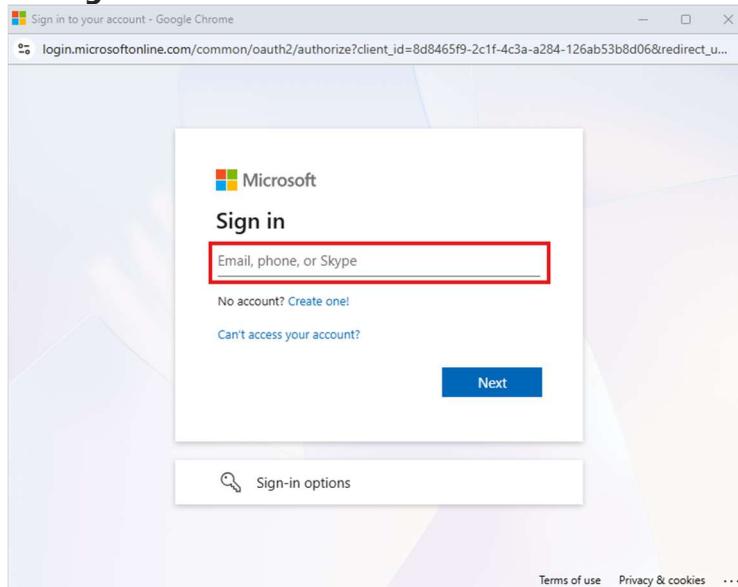
2. Enter your HCCC credentials to log in.



3. Click on Assignments and select the assignment you wish to submit. Then, choose Submit Assignment → File Upload → Office 365 / OneDrive.

The screenshot shows a Moodle assignment submission page. The assignment is titled "Lab Report (Measurement)". The submission deadline is "Due Dec 4 by 11:59pm" and the points available are "10". The submission method is "Submitting a file upload". The assignment is marked as "Available" until Dec 4 at 11:59pm. Below the assignment details, there are four submission options: "File Upload", "Google Drive (LTI 1.3)", "Mediasite Video Assignment", and "Office 365". The "Office 365" option is highlighted with a red box. At the bottom of the page, there is a "Log In" button, also highlighted with a red box. Navigation buttons "◀ Previous" and "Next ▶" are at the bottom.

4. Log in to Office 365 with HCCC Credentials.



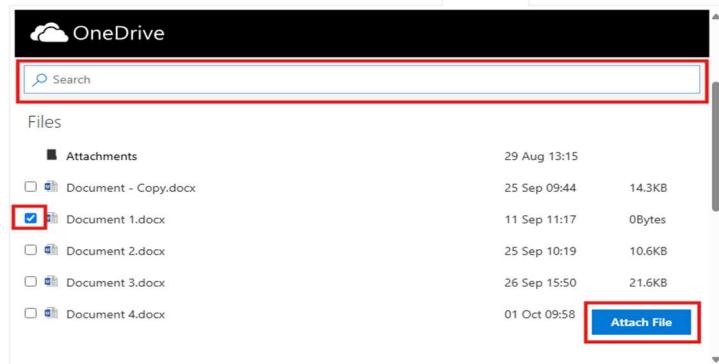
5. Select your file from OneDrive and click Submit.

Lab Report (Measurement) ↗

Due Dec 4 by 11:59pm Points 10 Submitting a file upload
Available until Dec 4 at 11:59pm

No additional details were added for this assignment.

File Upload Google Drive (LTI 1.3) Mediasite Video Assignment Office 365



OneDrive

Search

Files

<input type="checkbox"/>	Attachments	29 Aug 13:15	
<input type="checkbox"/>	Document - Copy.docx	25 Sep 09:44	14.3KB
<input checked="" type="checkbox"/>	Document 1.docx	11 Sep 11:17	0Bytes
<input type="checkbox"/>	Document 2.docx	25 Sep 10:19	10.6KB
<input type="checkbox"/>	Document 3.docx	26 Sep 15:50	21.6KB
<input type="checkbox"/>	Document 4.docx	01 Oct 09:58	

Attach File

◀ Previous

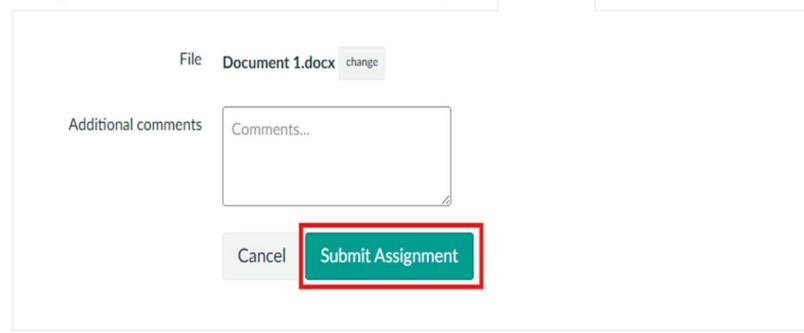
Next ▶

Lab Report (Measurement) ↗

Due Dec 4 by 11:59pm Points 10 Submitting a file upload
Available until Dec 4 at 11:59pm

No additional details were added for this assignment.

File Upload Google Drive (LTI 1.3) Mediasite Video Assignment Office 365



File Document 1.docx change

Additional comments

Comments...

Cancel Submit Assignment

◀ Previous

Next ▶

Tip: Save your documents directly to OneDrive so they're always backed up and easily accessible from any device.