

## Upload a new assignment

Now let's walk through the steps involved in uploading an assignment, such as a paper you have written. This will take a few steps (the multiple steps are designed for security, so that no one else can see your assignment). Let's start at the course home page:

### October 20 - November 2

Just as our understanding of America today is shaped partly by our own history -- the Mayflower, the Declaration of Independence, the Civil War, the Great Depression -- so also first-century Jews looked to their own history to shape their hopes for the future. We may know the Old Testament story, but that was 600 plus years before Jesus. What had happened to the nation in the meantime? What was in the more recent memory of the Jewish people? This lecture gives a survey of the events and points out key developments in each stage.



- lecture 4: Jewish history
- video of lecture 4 (download)
- Upload area for paper 1: the historical setting**
- How to write the second paper

Circled above is the name of the assignment. Click on those words and you will see a page with the assignment name, due date, etc.

## Upload area for paper 1: the historical setting

Please put your last name into the document file name - for example, "Smith Mark 8 Paper 1.doc" – this helps me keep track of the files.

This paper should contain four sections:

1. geographical and political setting
2. cultural setting
3. setting in the ministry of Jesus
4. historical setting for the first readers

### Submission status

Submission status	No attempt
Grading status	Not graded
Due date	Monday, August 31, 2015, 11:55 PM
Time remaining	4 days 9 hours
Last modified	Thursday, August 27, 2015, 1:59 PM
Submission comments	<a href="#">▶ Comments (0)</a>

[Add submission](#)

[Make changes to your submission](#)

This page may look slightly different in different assignments and courses, depending on the length of the description given by the instructor. Click on “Add submission” and you’ll see the next page:

## Upload area for paper 1: the historical setting

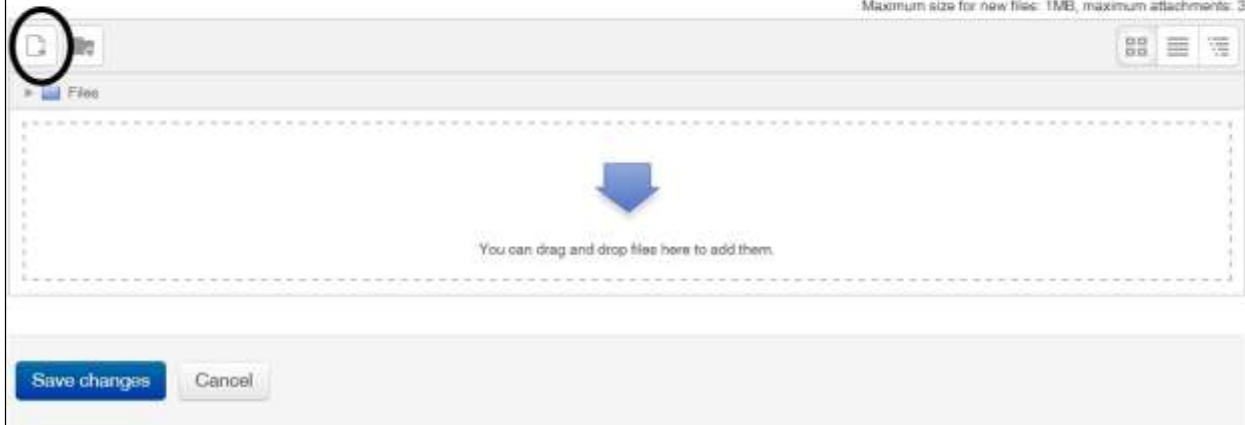
Please put your last name into the document file name - for example, "Smith Mark 8 Paper 1.doc" -- this helps me keep track of the files.

This paper should contain four sections:

1. geographical and political setting
2. cultural setting
3. setting in the ministry of Jesus
4. historical setting for the first readers

### File submissions

Maximum size for new files: 1MB, maximum attachments: 3



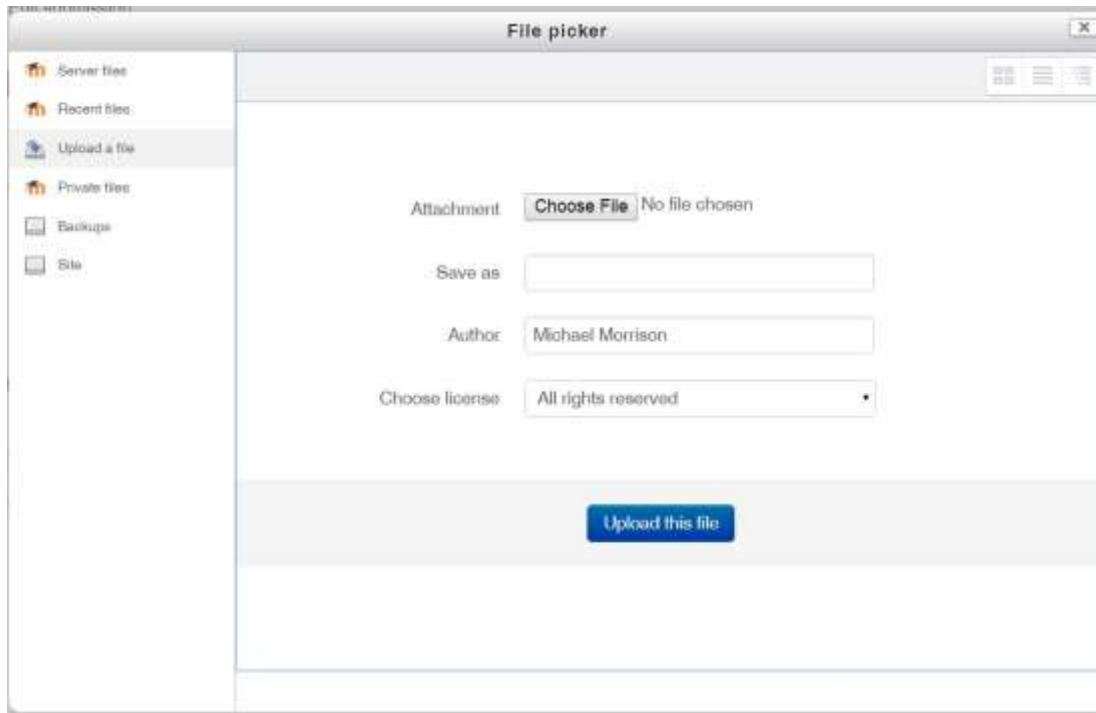
The screenshot shows a file submission interface. At the top left, there is a circled icon representing a file folder or document. To the right of this icon is a small 'Add' button. Below the icon and button is a dashed rectangular box containing a blue arrow pointing downwards and the text "You can drag and drop files here to add them." At the bottom of the interface, there are two buttons: "Save changes" and "Cancel".

Your first step will be to locate the file in your computer that you want to submit to the course.

- You can use “drag and drop” to upload the file. Find the document in Windows File Explorer (a Word “File Open” box also works). Put your mouse over the file, and while holding the left button down, move the mouse to the taskbar (usually at the bottom of the page) to the browser icon. Once your mouse is over that tab, the browser should display. Still holding the left button down, move the mouse up to the drag-and-drop box on the assignment upload area. Then release the mouse button.

You can also use the step-by-step method:

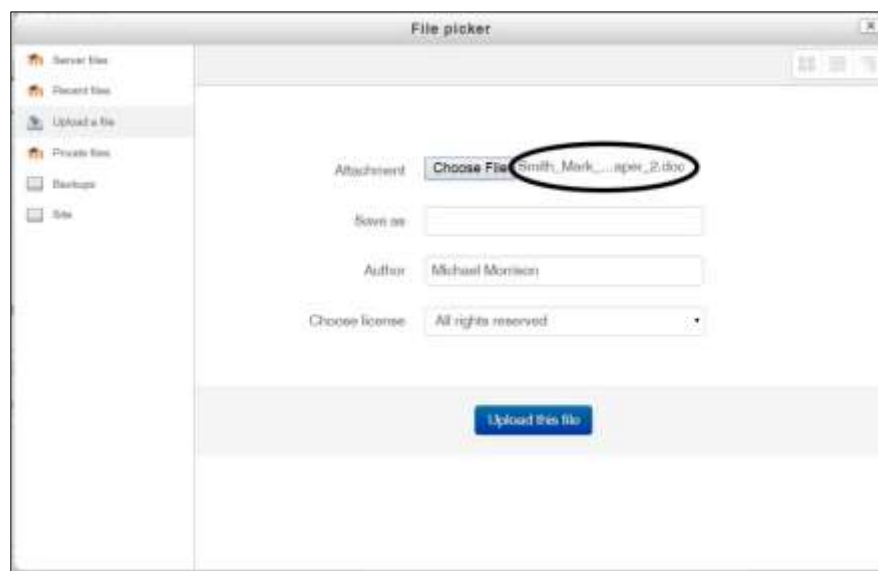
- Click on the “Add” icon (circled above). You will then see the File picker:



Click on “Choose File” (If you don’t see it, you may need to click on “Upload a file,” on the left.) When you click on Choose File, you’ll see a Windows File Explorer dialog box. Navigate in your computer until you find the folder where your file is stored. There are three ways to select the file:

- double-click on the name of the file.
- click on the name of the file, then hit Enter on the keyboard.
- click on the name of the file, then click the Open button.

The name of your document is then loaded into the file picker:



You have the option of giving the file a new name, by typing something in the “Save as” box. If your last name is in the name of the file, for example, it will make it easier for your instructor to keep track of whose file is whose. Click on “Upload this file” and you’ll be back at the GCS assignment page. The name of your file (or part of it) will be displayed in the box:

**Upload area for paper 1: the historical setting**

Please put your last name into the document file name - for example, "Smith Mark B Paper 1.doc" - this helps me keep track of the files.

This paper should contain four sections:

1. geographical and political setting
2. cultural setting
3. setting in the ministry of Jesus
4. historical setting for the first readers

**File submissions**

Maximum size for new files: 1MB, maximum attachments: 3

Files

Smith\_Mark\_B\_Paper

Save changes Cancel

Click on “Save changes” and you are (almost) done! The website will display a confirmation page. This gives you a chance to make changes. Be sure that you are submitting the correct file(s).

**Upload area for paper 1: the historical setting**

Please put your last name into the document file name - for example, "Smith Mark B Paper 1.doc" - this helps me keep track of the files.

This paper should contain four sections:

1. geographical and political setting
2. cultural setting
3. setting in the ministry of Jesus
4. historical setting for the first readers

**Submission status**

Submission status	Submitted for grading
Grading status	Not graded
Due date	Monday, August 31, 2015, 11:00 PM
Time remaining	4 days 9 hours
Last modified	Thursday, August 27, 2015, 2:30 PM
File submissions	1 file: Smith_Mark_B_Paper_2.doc
Submission comments	0 Comments (0)

Edit submission

Make changes to your submission