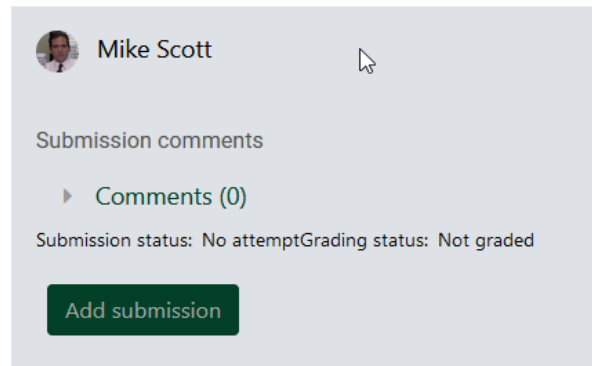


# Adding Multiple Submissions to a Moodle Assignment

In this course, at least some of the assignments require you to submit more than one document to complete an assignment. Moodle does this easily, but here are some guidelines if you've never done it before.

1. Log into your course and head to the assignment that requires multiple submissions. At the bottom right of the assignment, you will find the submission box. As always, click on "Add submission" to start adding documents.



2. The bottom of the page will transform into the upload dialog box.

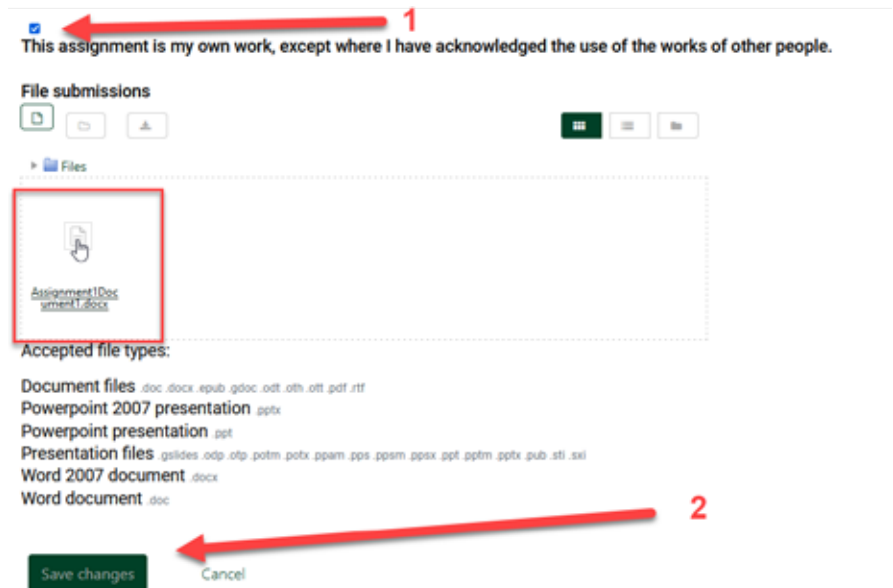


3. The easiest thing to do is drag and drop from a folder on your desktop into the area as shown.

**NOTE: You may drag and drop more than one document at this time. This is the easiest way to submit multiple documents.**

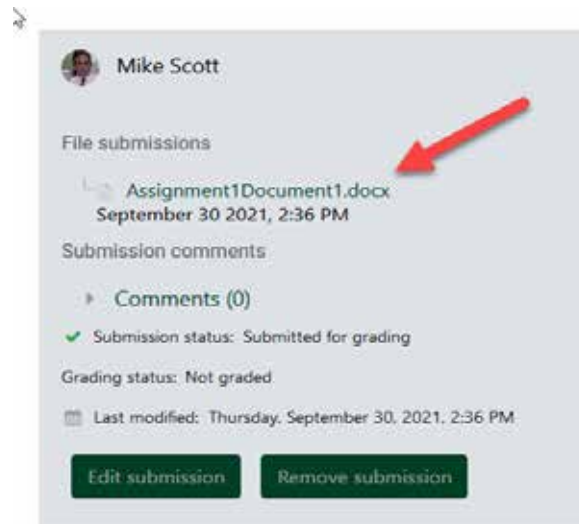


4. Once you have dropped one or more document, you usually must check the box (1) indicating you have submitted original work. You'll see your document(s) in the dotted box. Press the green "Save changes" button at the bottom to submit your document(s).



5. Once you save, your submission box will look different. Now you will see the document(s) you submitted under "File submissions."

To add one or more additional documents, select "Edit submissions" at the bottom of this box.



6. You will return to the drag and drop box and can drag additional documents into the assignment. Check the original work box, and press save to add these new documents.

