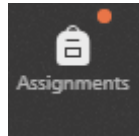


Resubmission Guide

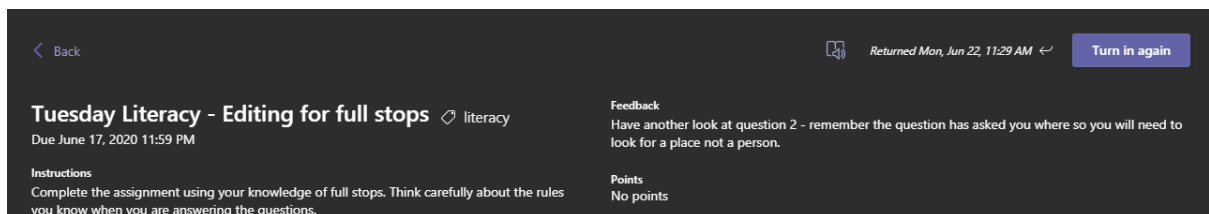
On Microsoft Teams you might get some feedback that requires you to resubmit an assignment. It might be because you did not submit the correct evidence, or because you need to look at a part of the work again.



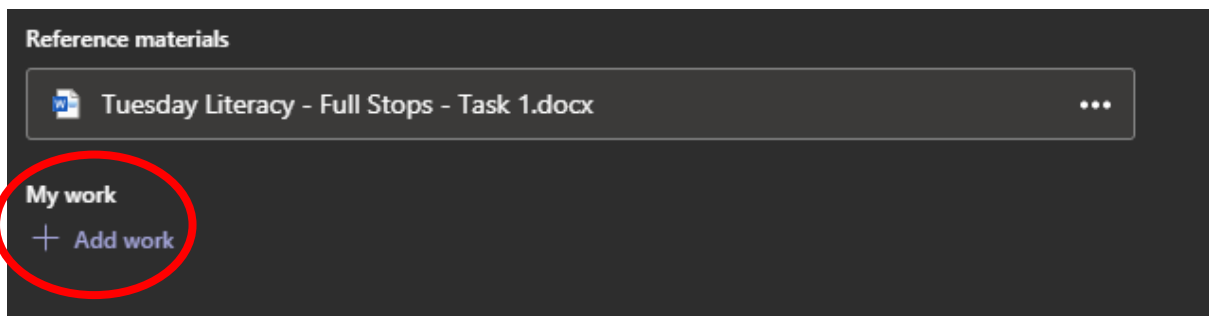
If you have an assignment to look at there will be a red dot on your assignments tab in the sidebar. You will need to look in your assignments and look at your completed assignments. The ones with a tick will have feedback:



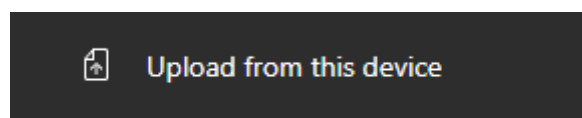
You need to go into the assignments to view the feedback. You will see a details screen like this:



Read the feedback comment located on the right hand side to ensure you know what to do.

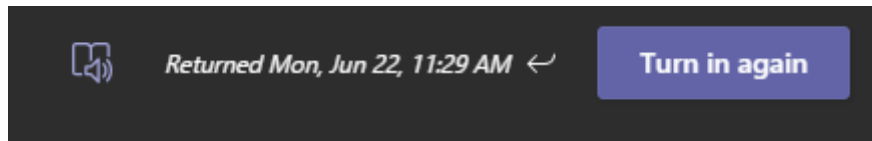


Underneath the original work you will see that there is an add work button. Here you can click on it to see the chance to upload additional files:



You will then need to either edit your original document to upload, or do your corrections on paper and take a photograph to upload.

Once you have added the additional work, you then need to go back to the top of the page and click on the purple button to turn the work in again.



This will resubmit your work to your teacher to show that you have read your feedback and responded to it.