
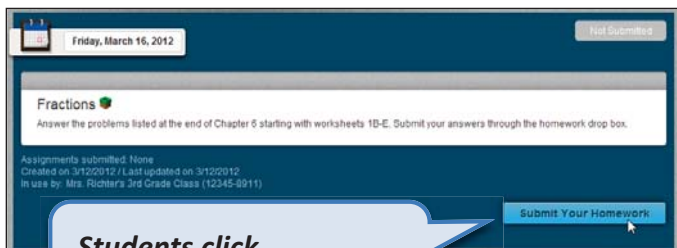


Submit a Google Doc to the eChalk Homework Drop Box (For Students)

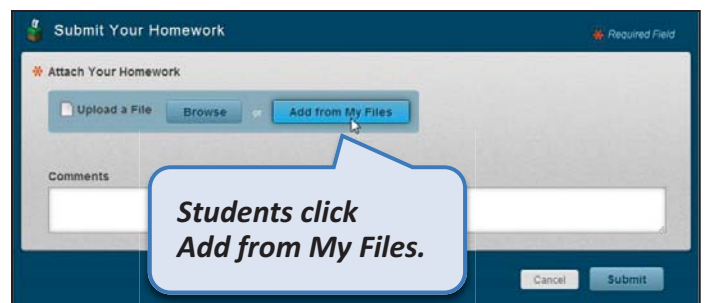
Students or pupils of a class may **submit a Google Doc** (Document, Spreadsheet, Presentation, Drawing, etc.) as a homework submission using eChalk’s **Homework Drop Box**.

To submit a Google Doc with the Homework Drop Box (FOR STUDENTS):

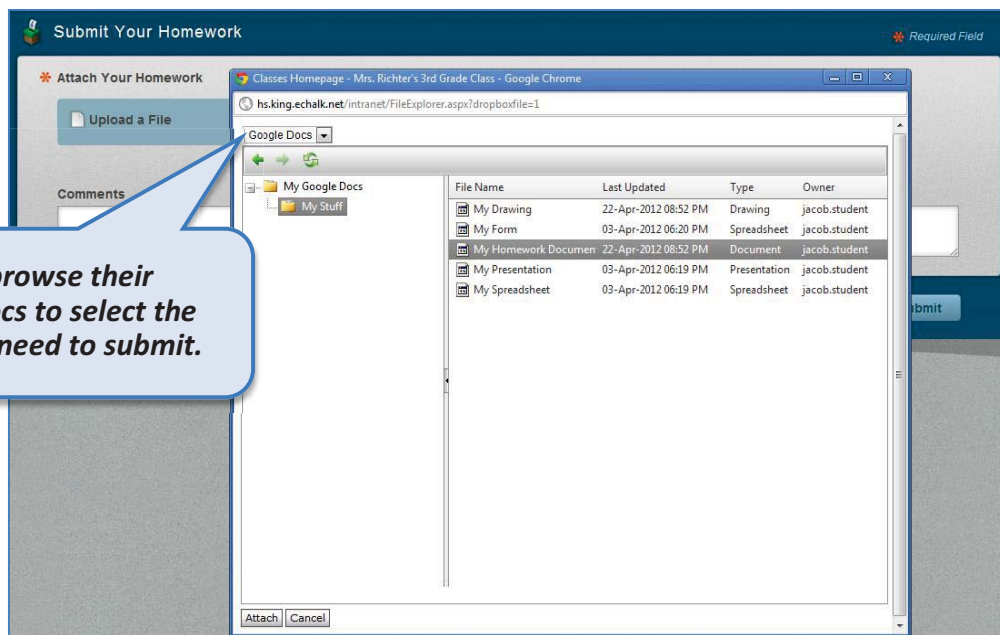
1. Click on your **My Classes** button and select a class.
2. Choose an assignment with the Homework Drop Box icon ().
3. Click **Submit Your Homework**.
4. Click **Add from My Files**.
5. Select **Google Docs** from the drop-down menu.
6. Select the Google Doc file to attach as your homework submission and click **Attach**.
7. Enter a comment for your teacher and click the **Submit** button.



*Students click
Submit Your Homework.*



*Students click
Add from My Files.*



*Students browse their
Google Docs to select the
item they need to submit.*