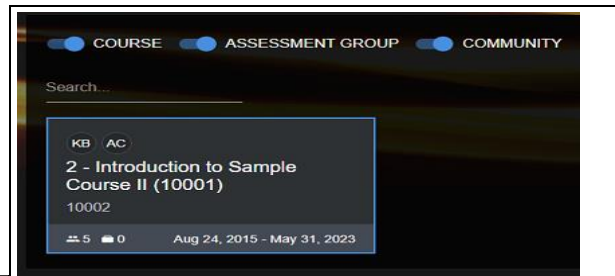


Digication Upload for General Education

To upload to Digication for General Education, take the following steps.

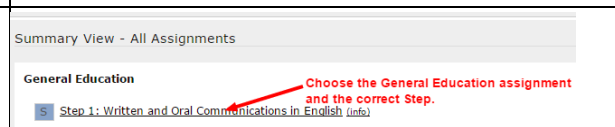
1. On the Digication Home screen, locate and click your course on the Course/ Assessment Group/Community section.



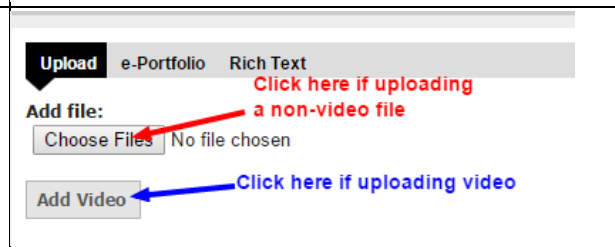
2. Choose the Assignments tab.



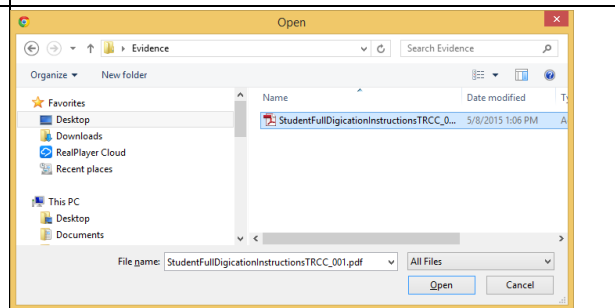
3. Choose the Assignment and the Step provided by your instructor.



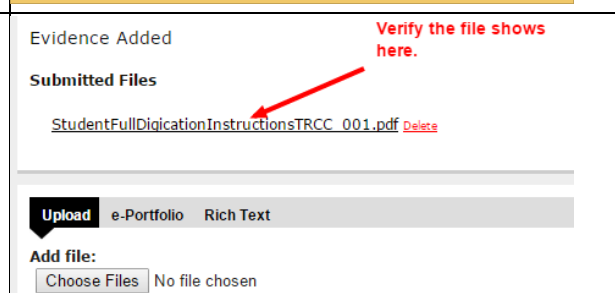
4. Scroll down and click the Choose Files button (or Add Video if uploading a video file).



5. Select the file on your computer or flash drive.



6. Verify that the file uploaded. You will see the file name above the button as "Evidence Added."



7. Click the "Save and submit" button to complete the upload.

