Course Assignment (Key Assessment) Submission Guide for Students





Go to: corban.tk20.com

Log in with your username and password (same as the school network unless you have changed it)

Select 'Courses' in the left margin.

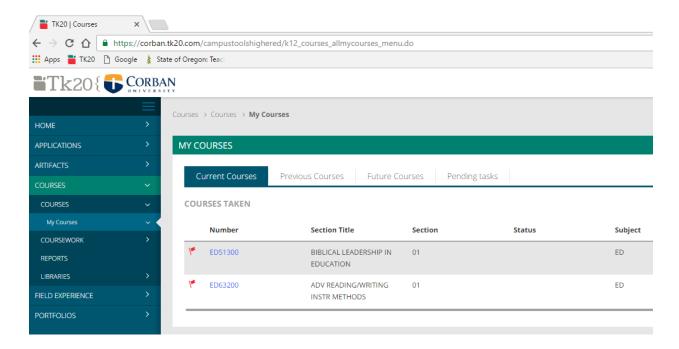
- Click on the number of the course for which you want to submit an assignment
- Select the 'Activities' tab.
- Click on the assignment title (example: Spring 2021 EDU311 Biblical Worldview Paper)
- On the right side of the page click on 'Select'.
- Browse your computer files to find and select the file you wish to upload.

When you have done this you will see that the file has uploaded and is listed below the word 'Select'.

Select 'Submit' and you have completed the 'Courses' task.

Occasionally, when students click on 'Select' on the right side of the page they may see a pulldown menu of assignments. If that happens scroll down and select 'file'.

Exit TK20.



Contact Megan Marentes (<u>mmarentes@corban.edu</u>) if you have difficulties with TK20 functions.