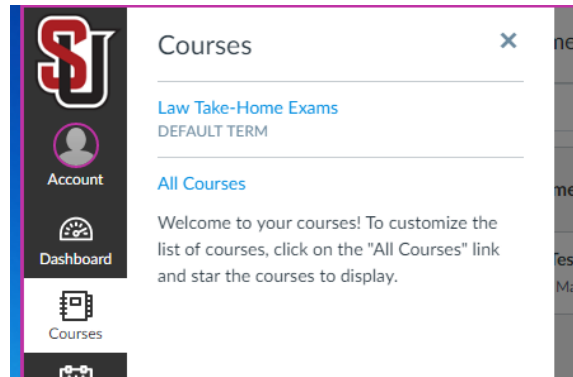
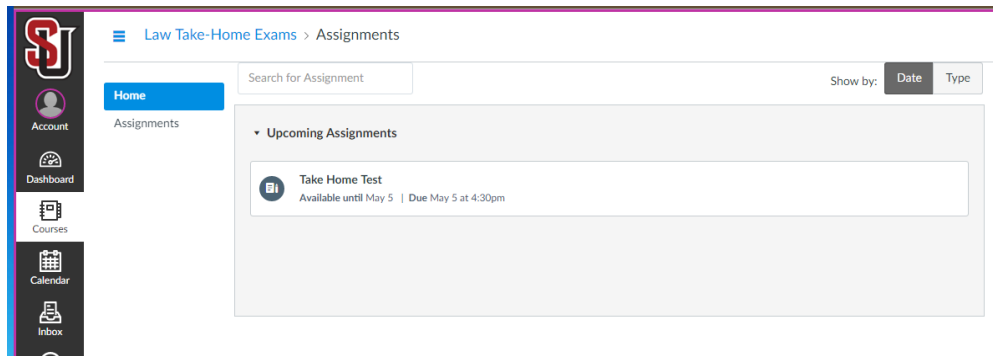


Log in to Canvas with your Seattle University Network Credentials
Canvas Link - <https://seattleu.instructure.com>

Under the Courses icon you will see a course titled Law Take-Home Exams.



In the Assignments section you will see an assignment for your final take home exam.



When you are ready to submit your take home exam please format the file in the following ways.

Title Page: The title page should include

Course Title
Professor Name
Student Exam Code

Exam Code – Make sure to put your exam code in the header of your exam.

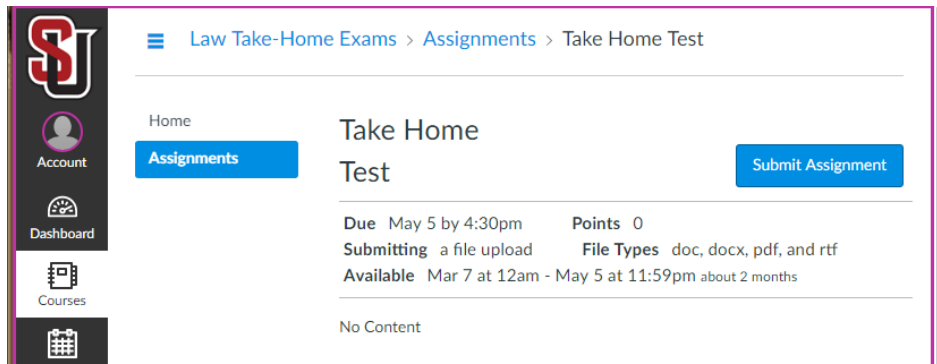
File Format: Your file must be formatted as a PDF.

File Name: Please name your final file for upload in the following manner

Term – Course Name – Exam Code

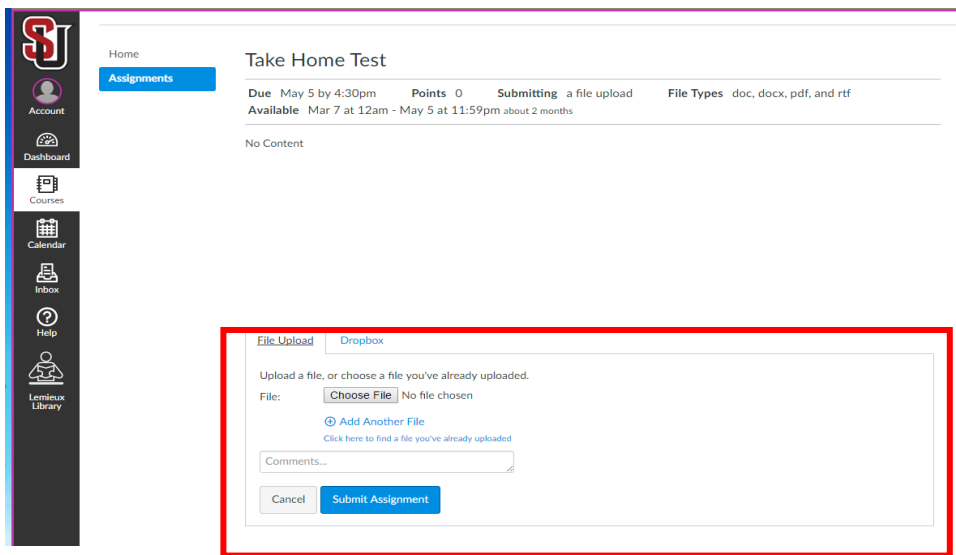
Example: 22SS-ExampleCourse-1234

To submit your take home exam, click into the assignment.



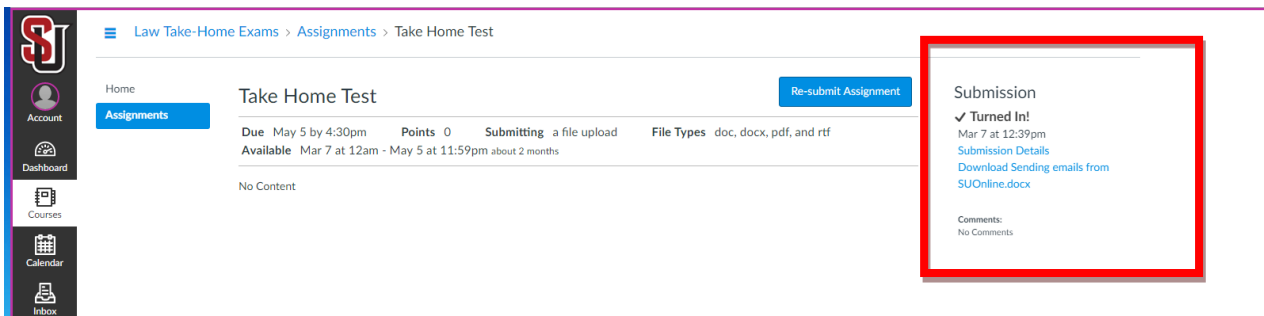
Click the **Submit Assignment** Button

Click the **Choose File** button.



Click **Submit Assignment**

To the right, you will see your submission details.



We will make your assignment as “complete” once we start collecting responses. This does not mean your exam has been graded.

Your exam is due by the date and time listed on the assignment. If you upload a file after this date and time the assignment will be marked as late and we will make a note of the time for your professor.