Name:

Date:

School:

Facilitator:

0.01 Options for Completing and Submitting Work

Total Points: 34

# Part 1: Completing and Submitting Assignments (14 points)

**Answer the following questions.**

1.) List three ways you could complete this assignment.

Option 1:

Option 2:

Option 3:

2.) List three file types that you could save this assignment as before uploading it.

Type 1:

Type 2:

Type 3:

3.) Which of the following way or ways would you prefer to complete this assignment? Why?

A. Type in the text entry fields within the word document.

B. Complete the assignment on a sheet of paper.

C. Complete the assignment on a printed copy of the task document.

Answer:

Why?

4.) Which of the following file type or types would you prefer to save this assignment as before uploading it? Why?

A. Word Document (.docx)

B. Scanned Copy (PDF/Image File)

C. Snapshot/Photo (Image File)

Answer(s):

Why?

**5.)** Brian completes this assignment by typing in the text entry fields (answer blanks). What file format should he use to upload the assignment from his computer?

A. Snapshot/Photo (Image File)

B. Word Document (.docx)

C. Scanned Copy (PDF/Image File)

Answer:

**6.)** Shay completes this assignment by writing on a sheet of paper. What file format should Shay us to save and upload the assignment? There is more than one possible correct answer.

A. Snapshot/Photo (Image File)

B. Word Document (.doc)

C. Scanned Copy (PDF/Image File)

Answer(s):

7.) Matt chooses to complete this assignment by writing on a sheet of paper. What device(s) could he use to take a snapshot/photo of his completed work? Explain how to submit it to the Dropbox.

Answer:

Explanation:

# Part 2: Submit Your Work (20 points)

Submit this assignment as two of the file types listed below. Hint: You may need to print and take a picture or scan the document for your second format.

1. Word Document (.doc)
2. Snapshot/Photo (image file)
3. Scanned copy (PDF or image file) with a scanner device

# Rubric

|  |  |  |  |
| --- | --- | --- | --- |
| Submissions | File TypePlease list the file type. | Possible Points | Points Earned*This section is to be completed by the teacher.*  |
| The student submitted the assignment as one of the file types listed above. |  | 10 |  |
| The student submitted the assignment as two of the file types listed above. |  | 10 |  |
| Total Points Earned*This section is to be completed by the teacher.* | /20 |