

>> Okay. In this recording, I'm going to show you how to submit your assignments in Canvas. Now in Canvas, as you know by now, we've got the course broken up into modules, so week-by-week, week one, week two, week three and so forth. So you're going to go down to where I submitted the – in this particular course it will be week two. This is a summer course so I submitted it early. The NutriCalc assignment, and underneath it will be the podcast on how to do the video, which hopefully you've watched. Normally you would go ahead and click on that dietary assignment. Now this – when I say normally, this – in this particular course, it's already been due and past due so there's no way to show you how to submit it but I want to show you, while we're in here, that you can open up these documents. And right here there's a hints document loaded with information on how to get a good grade on this, how – you know, information reminding you on which graph to use for which questions. This particular document is how to view the NutriCalc. That is actually the Word document that you're going to answer the questions with. So this is – hopefully you watched the video on how to do the NutriCalc assignment. And this is the Word doc. You can open it up. And you're going to save it to your computer. So if you go up to the top, you'll see here enable editing. You're going to click on that and now you can edit it meaning you can save this to your computer. And then what I want you to do is type the answers under each question. So first of all, here's the website to purchase the NutriCalc assignment. Here are some directions. And now, as you can see here, it tells you which of the three graphs to use. Please, please read this. I have so many students that use the wrong graph for the wrong question and lose a lot of points. It tells you which graph to use. And then you're going to go down here and it has all the questions. How was your fiber? Was it low or adequate? Two points for that. Looking at your food list, list two good sources of fiber. Two more points for that. So you go down and you answer the questions. You type it under each question, and it tells you how many points you get for each one and then how you're going to lose points. Okay. So let's try to keep it so you get as many points as possible. The way to save this to your computer, you go up – let's see. No, it's not going to work on this one. There's lots of ways to save it. In this case, we're going to go to file, save as, and let's – we'll go up to documents and we're going to see NF100 online. Now let's save it to NF100 Word Doc answers. Remember what you called it. Hit save. And let's get out of this. Now – so normally there'll be a submit your assignment here button, but because this assignment that I'm showing you in this module has already been due, it won't have that. Let's go down to the case study. The case assignment, which is your next assignment, does the same thing. Since we're here, I'm going to explain it. You're going to pick one case to work on. You're going to, again, download it, open it up, save it to your computer, answer the questions, and here are some tips. But once you have answered the questions and you have your graph, whether it's the NutriCalc or the case assignment, you'll see up here it says submit assignment. You're just going to click submit assignment. And now it's going to ask you to upload your files. You're uploading files from your computer. When you save your graph, remember we had the graph as PDF. We saved it to your computer.

We saved the Word document with your answers so now you just go to choose file. And we were in the documents so go up to documents. And we called it NF100 Word Doc, I thought, answers. So you click it. That's what we called it. Click open and here it is right here. But don't submit yet because you have more to go. You now go to file. You've got to find your graph. So the bar graph – did I put one on here? You should have your bar graph, your single [inaudible] and calorie and fat graph. And I probably – oh, here bar graph. So bar graph, click open, there is your bar graph. When you're done submitting your bar graph, then you'll need to turn in [inaudible] graph and the Word Doc then you click submit assignment. And it's as simple as that. You upload it from your computer. You choose it and then you submit it. If you see you made a mistake, you've got to re-add something else, click re-submit assignment and then again you're on file upload and then you choose your file and then you submit it again and that is how you submit assignments in Canvas. Again, like always, if you have any questions, please e-mail me.