**Procedure:**

Logging in to the E-Learning System and Submitting Assignments

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**Objective:**

To successfully access the e-learning system and submit assignments.

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**Requirements:**

1. Access to a computer or mobile device with internet connectivity.
2. Valid login credentials provided by the university.

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**Steps:**

1. **Open Web Browser:**

* Launch your preferred web browser on your computer or mobile device.

1. **Navigate to the E-Learning Platform:**

* Type the URL of the e-learning platform in the address bar of the web browser.
* Press Enter to navigate to the platform's homepage.

1. **Locate the Login Section:**

* Look for the login section on the homepage. It is usually prominently displayed.

1. **Enter Login Credentials:**

* Input your username or email address in the designated field.
* Enter your password in the respective field. Ensure the password is entered correctly to avoid login errors.

1. **Click on the "Login" Button:**

* Once you have entered your credentials, click on the "Login" button to proceed.

1. **Navigate to the Assignment Section:**

* After successfully logging in, explore the platform's interface to locate the section dedicated to assignments. This might be labeled as "Assignments," "Coursework," or something similar.

1. **Select the Assignment to Submit:**

* Find the specific assignment you wish to submit. This could be listed by course name, assignment title, or due date.

1. **Upload Assignment File:**

* Click on the assignment title to open the submission page.
* Follow the instructions provided on the submission page to upload your assignment file.
* Click on the "Upload" or "Submit" button to upload your assignment file to the platform.

1. **Verify Submission:**

* Once the file is uploaded, ensure that you receive a confirmation message indicating successful submission. Some platforms may also display a timestamp or acknowledgment upon successful submission.

1. **Logout (Optional):**

* If you have completed all your tasks on the platform, consider logging out for security purposes. Look for the "Logout" or "Sign Out" option usually located in the user profile or account settings section.

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**Additional Tips:**

* Double-check your assignment file before submission to ensure it is the correct one and meets any specified requirements such as file format or word count.
* Keep track of assignment deadlines to avoid late submissions.
* If you encounter any issues during the login or submission process, refer to the platform's help resources or contact support for assistance.

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