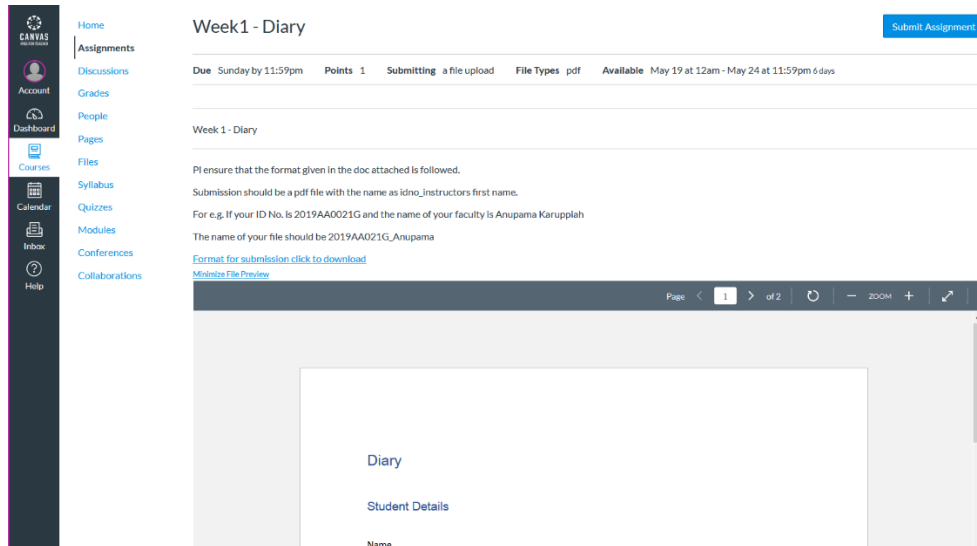


Manual for taking Dairy & Quiz Components

Dairy

1. Go to module PS-1 Dairy
2. Click on Week – n Dairy
3. You will get the following screen



4. Click on Format for Submission Click to Download the file and save it.
5. Fill in the Dairy – Rename it as IDno_InstructorName
6. Convert it to pdf
7. Click on Submit Assignment – the following window will appear

File Upload

Upload a file, or choose a file you've already uploaded.

File: No file selected.

[+ Add Another File](#)

Comments...

8. Click on Browse and select your file – the popup will update as below

File Upload

Upload a file, or choose a file you've already uploaded.

File: 2018AA0991G_Anupama.pdf

[+ Add Another File](#)

Comments...

9. In Comments Enter the name of your PS I Instructor

File Upload

Upload a file, or choose a file you've already uploaded.

File:

Browse...

 2018AA0991G_Anupama.pdf

+ Add Another File

Anupama Karuppiah

Cancel

Submit Assignment

10. Then click on Submit Assignment

11. Graffiti will appear on the screen and you will get the following screen

Week1 - Diary

Re-submit Assignment

Submission

✓ Submitted!

May 20 at 10:38pm

[Submission Details](#)

[Download](#)

2018AA0991G_Anupama.pdf

Comments:

Anupama Karuppiah

Test Student, May 20 at 10:38pm

12. If you want to Resubmit you can

13. Once Evaluated you can see the following when you go to the submitted diary. On the left hand side you can see the marks and the instructors comment.

Master > Assignments > Week1 - Diary

Home

Assignments

Discussions

Grades

People

Pages

Files

Syllabus

Quizzes

Modules

Week1 - Diary

Re-submit Assignment

Submission

✓ Submitted!

May 20 at 10:38pm

[Submission Details](#)

[Download](#)

2018AA0991G_Anupama.pdf

Grade: 0.5 (1 pts possible)

Graded Anonymously: no

Comments:

Anupama Karuppiah

Test Student, May 20 at 10:38pm

PI update work plan for the next week

Anupama Karuppiah, May 20 at 10:41pm

Due Sunday by 11:59pm

Points 1

Submitting a file upload

File Types pdf

Available May 19 at 12am - May 24 at 11:59pm 6 days

Week 1 - Diary

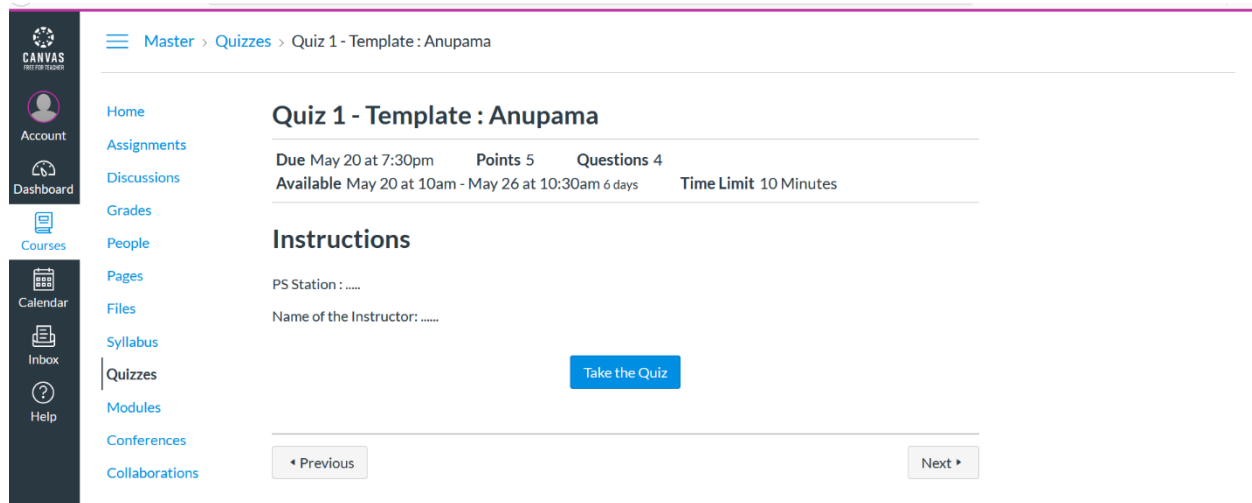
PI ensure that the format given in the doc attached is followed.

Submission should be a pdf file with the name as idno_instructors first name.

For e.g. If your ID No. is 2019AA0021G and the name of your faculty is Anupama Karuppiah

Quiz

1. To take the quiz go to Modules Evaluation and select your Quiz. You will get the following screen



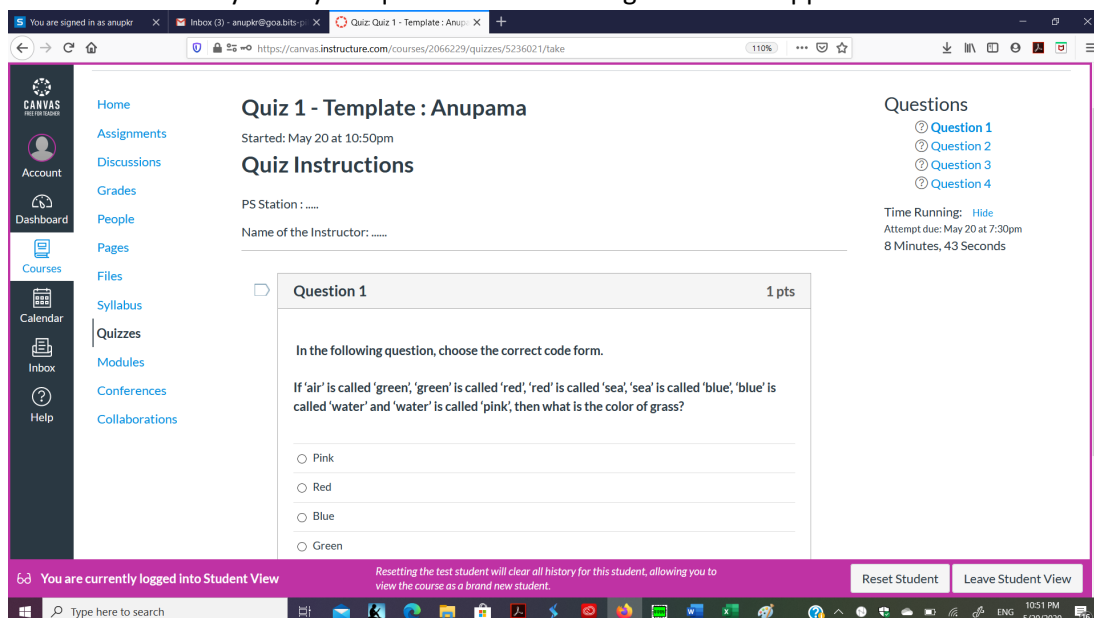
2. Click on Take the Quiz
3. Following Screen will appear

Quiz 1 - Template : Anupama

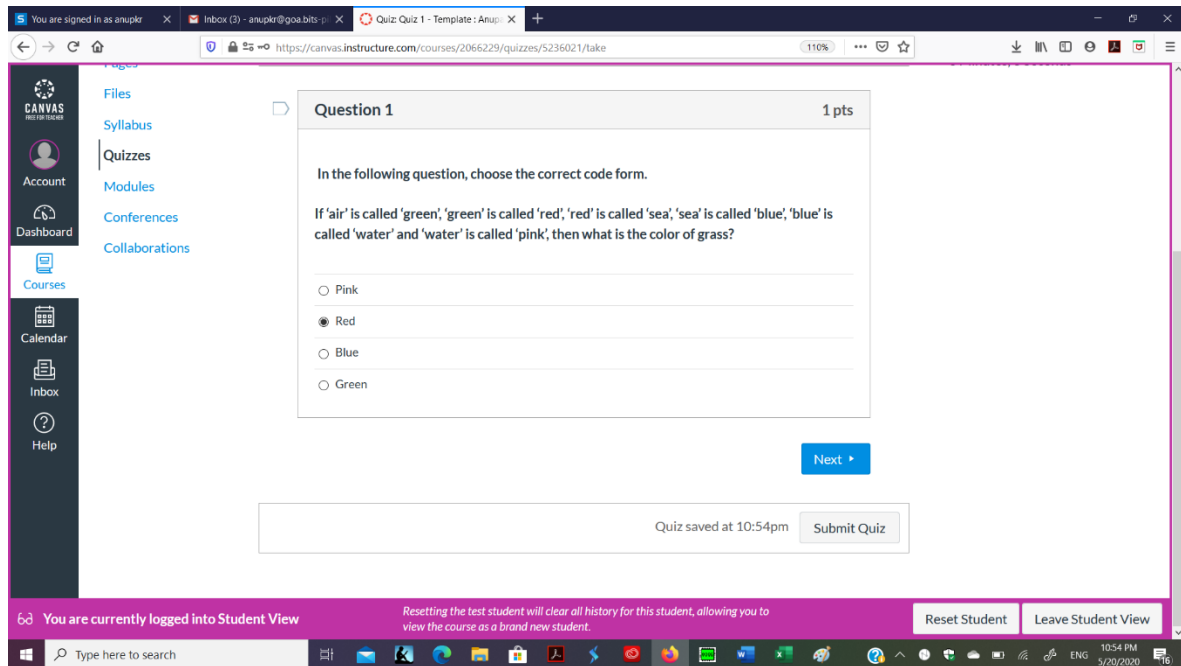
This quiz is restricted by an access code. You'll need to ask your teacher or proctor to type in or tell you the access code in order to take the quiz.

Access Code:

4. Enter the Access Code mailed to you by your instructor and click on Submit. If Access code is correct it will take you to your quiz and the following screen will appear



5. You can navigate across the questions by using the question numbers on the left of your screen and move from one screen to another
6. Else go from one question to next as you answer. After you answer the first question go the next by clicking on next as in screen below



7. Once you are done with all the questions you can click on Submit Quiz. The following screen with your marks and statistics will appear

