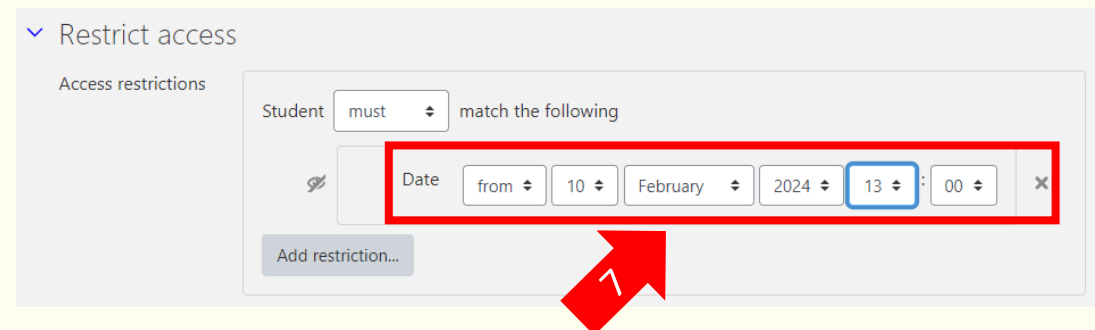
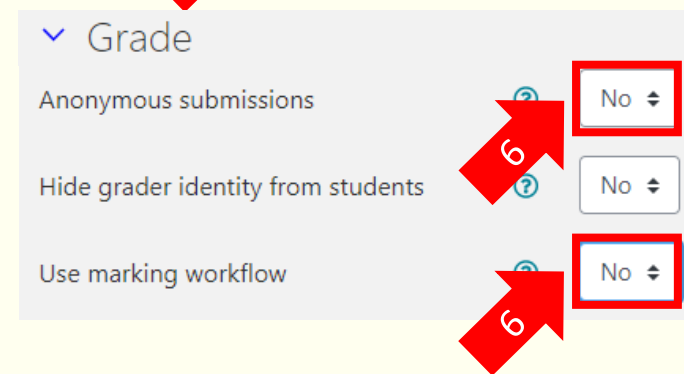
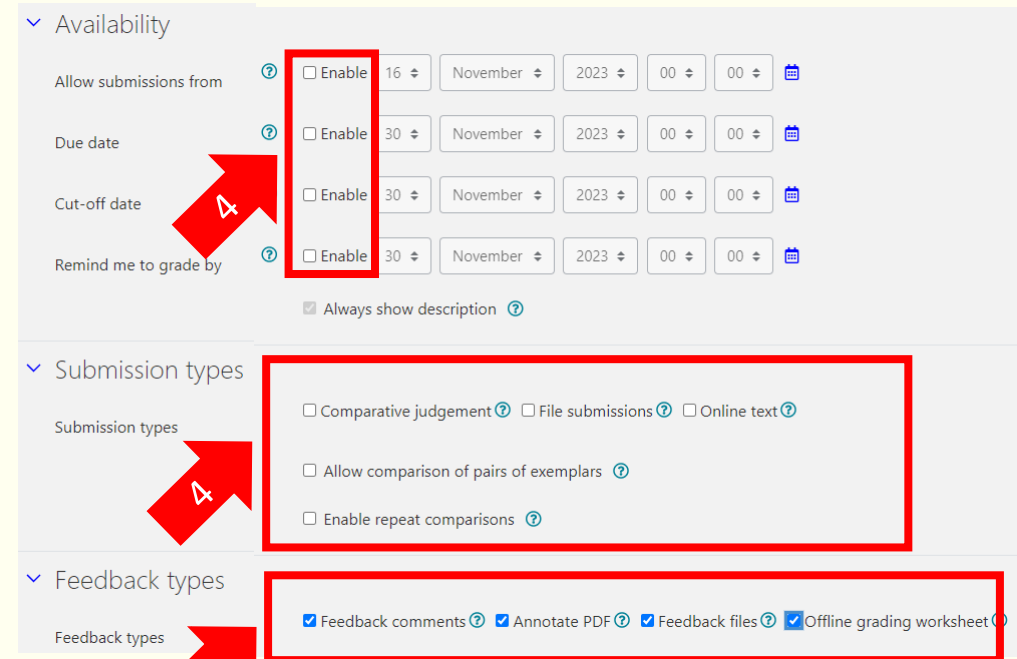
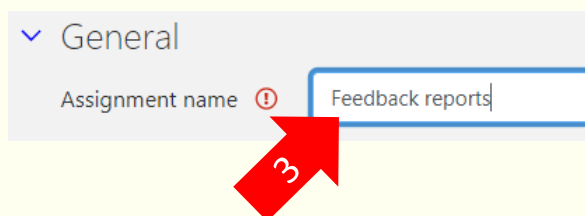
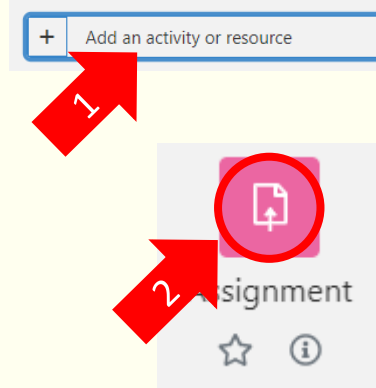


Upload Zip

Step 1: Create an assignment activity on Learn

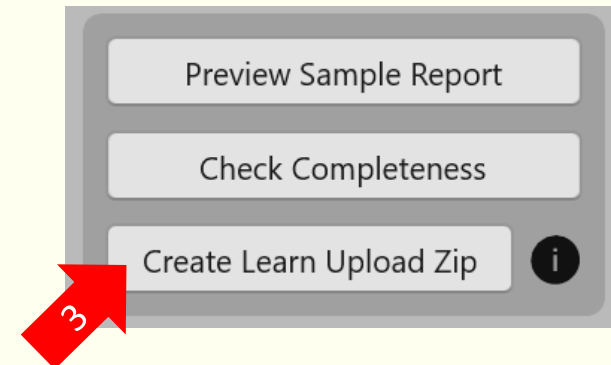
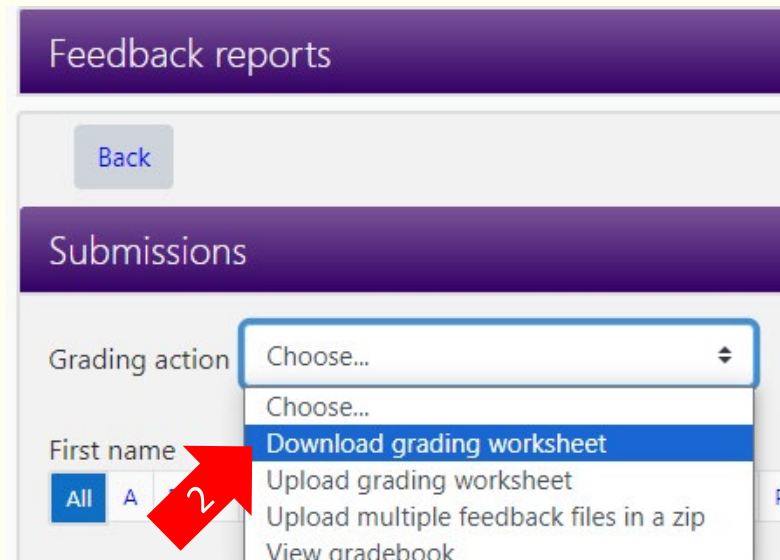
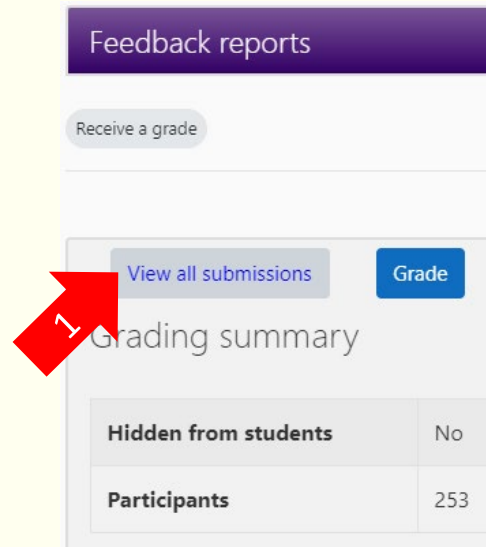
1. On the Learn module main page, add a new activity (bottom of page)
2. Select 'Assignment'
3. Name the activity
4. Untick all boxes related to Availability and Submission types
5. Tick all boxes related to Feedback types
6. Select No for 'Anonymous submissions' and 'Use marking workflow'
7. Optional: You can restrict access so students will not see the uploaded reports until a specific date



Upload Zip

Step 2: Download (blank) grading worksheet from Learn and upload to INDAF

1. On Learn, access assignment activity, 'View all submissions'
2. Using the 'Grading action' dropdown menu, choose 'Download grading worksheet'. This saves this spreadsheet as a csv file in your Downloads folder
3. In INDAF, upload this csv file by pressing the button 'Create Upload Zip'. A Zip file is created that can now be uploaded to Learn



Upload Zip

Step 3: Upload the created Zip file to Learn

1. On Learn, access assignment activity, 'View all submissions'
2. Using the 'Grading action' dropdown menu, choose 'Upload multiple feedback files in a zip'
3. Select the file you have downloaded in Step 2 and submit the form. The exam scripts should now be associated with the students in your module as Feedback files, visible in the 'View all submissions' area of the Assessment Activity

