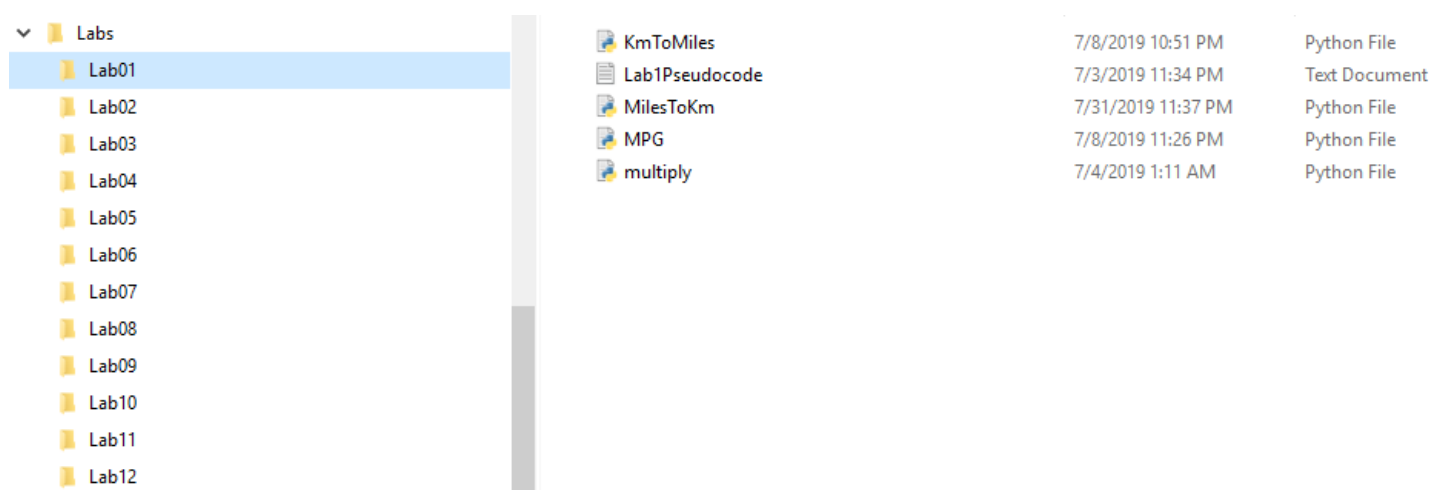


## CS-119 Turning in Labs on Canvas

One key real world software development skill is keeping your work organized. Many modern Integrated Development Environments (IDE's) write quite a bit of code for you behind the scenes and they tend to create a number of sub-folders and files. Fortunately, Python IDLE is quite a bit simpler than most IDEs but it is still *critical* you keep the files for a given assignment together so you can work on your programming project on another computer or turn it in and get full credit for your work – well, assuming it all works.

Your hard drive and/or flash drive should have a labs folder with sub-folders for labs 1 – 12 as shown below. A Test folder to organize experimental work is always a good idea.

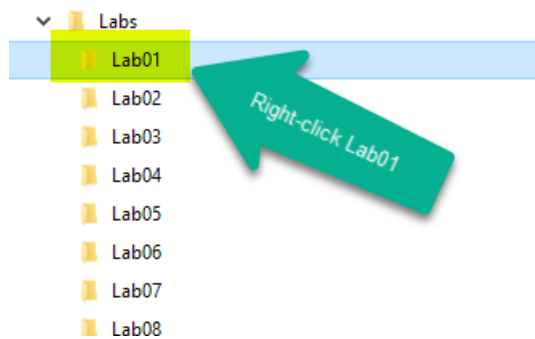


Using lab 1 as an example, the lab 1 folder should have all deliverable files (Python code, pseudocode, flowcharts, models, etc.) called for in the lab exercises.

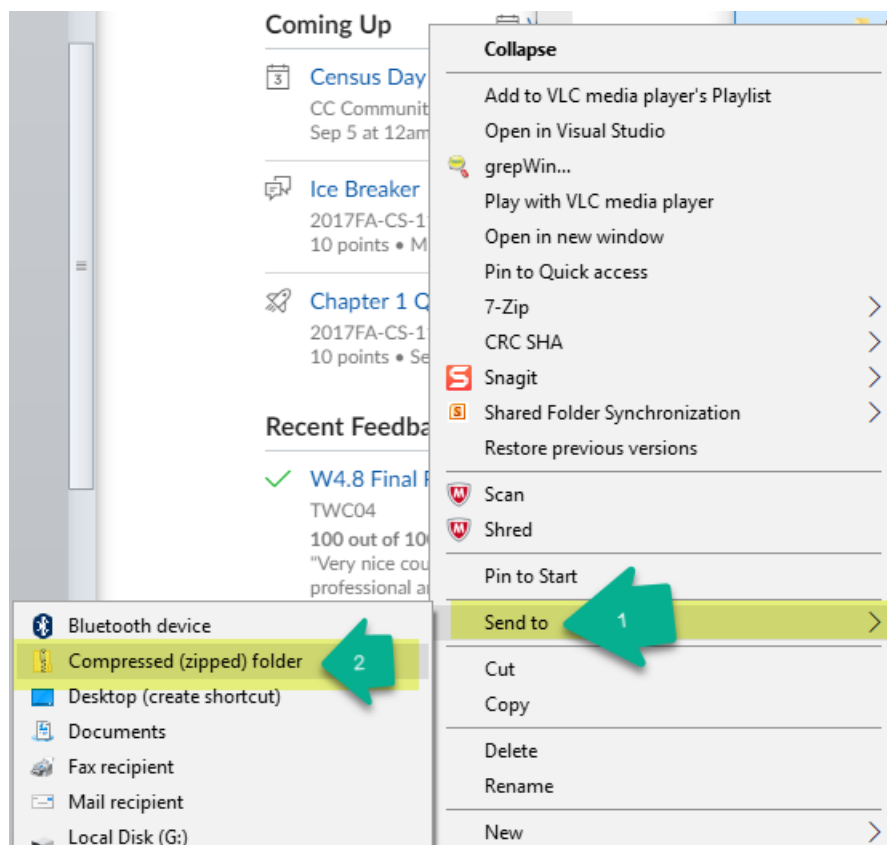
Before turning in your lab, be sure to check the rubric found at the end of the lab handout to make sure you have all deliverable items completed. You will also find the same rubric in the Canvas assignment page. These often vary with each lab so check carefully.

Deliverable	Points	Breakdown
Guided exercise pseudocode	4	Input, process and output clearly identified. Clear programming logic and calculation formulas.
Guided exercise program code	4	Complete, code is clear, descriptive variable names, appropriate use of comments
Guided exercise run	2	Compiles, runs, produces correct output
Km/Miles pseudocode	5	Input, process and output clearly identified. Clear programming logic and calculation formulas.
Km/miles program code	10	Complete, code is clear, descriptive variable names, appropriate use of comments
Km/miles run	5	Compiles, runs, produces correct output
Miles/Km pseudocode	5	Input, process and output clearly identified. Clear programming logic and calculation formulas.
Miles/Km program code	10	Complete, prompts any inputs are clear, code is clear, descriptive variable names, appropriate use of comments
Miles/Km run	5	Compiles, runs, produces correct output
Lab Total	50	

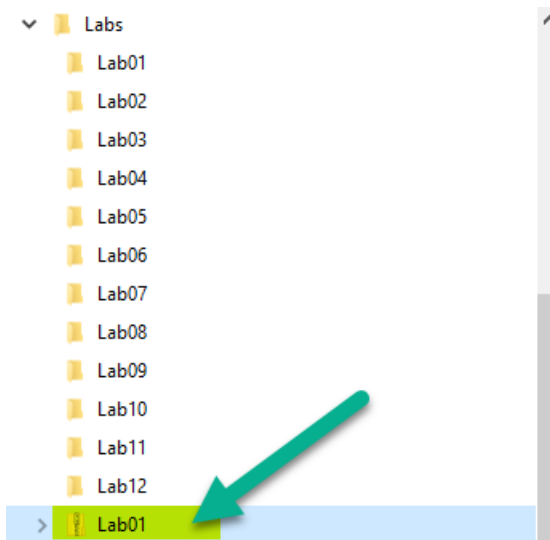
The only way everything can be uploaded to Canvas is to compress it into a zip file. There are other compression formats but zip is readily available in Windows and on a Mac. You **do not** need to download or purchase any special software. Using either My Computer or Windows Explorer, locate your Lab 1 folder:



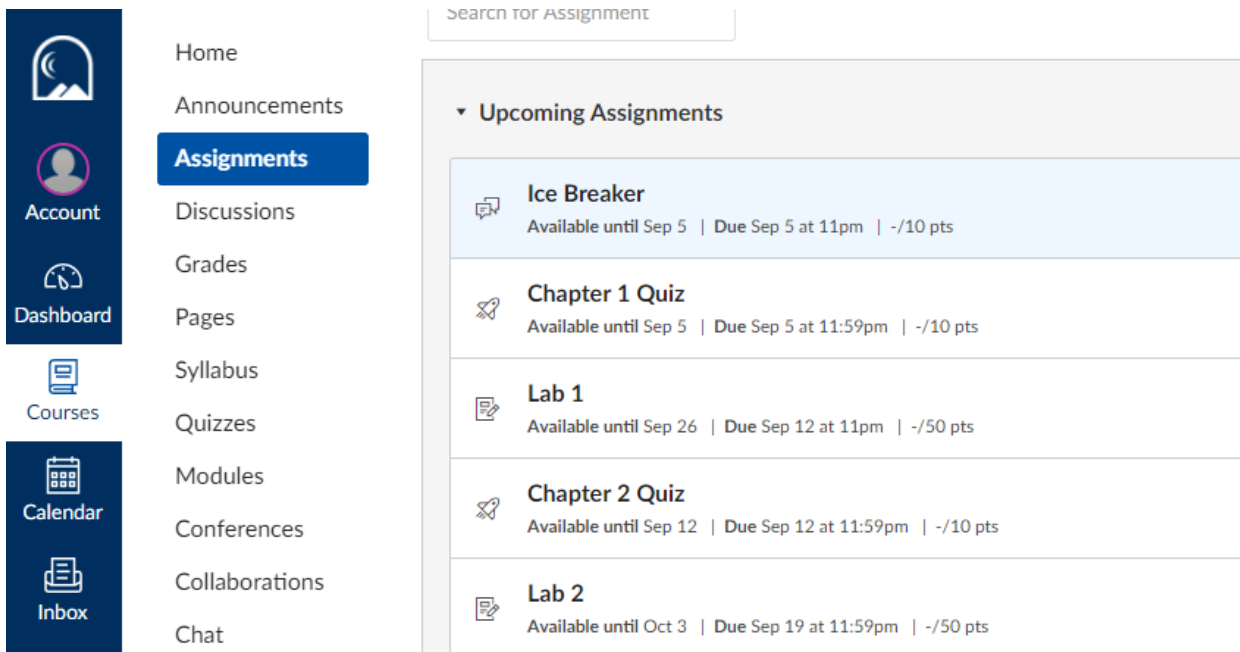
Right-click the lab 1 folder. In the pop-up menu, select Send to and then Compressed (zipped) folder.



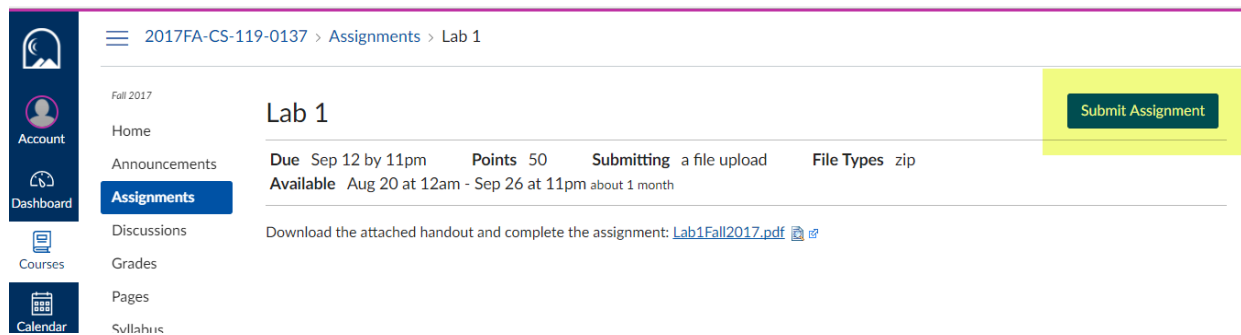
Locate the zip file. This is what you need to upload and turn in. Make a note of the drive/folder so you can easily locate it and upload it.



Login to Canvas, select Assignments and then select Lab 1 (or the lab you’re trying to turn in).

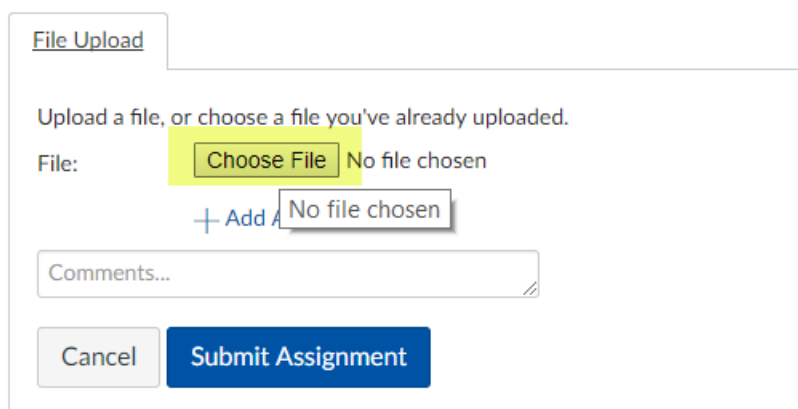


## Click Submit Assignment



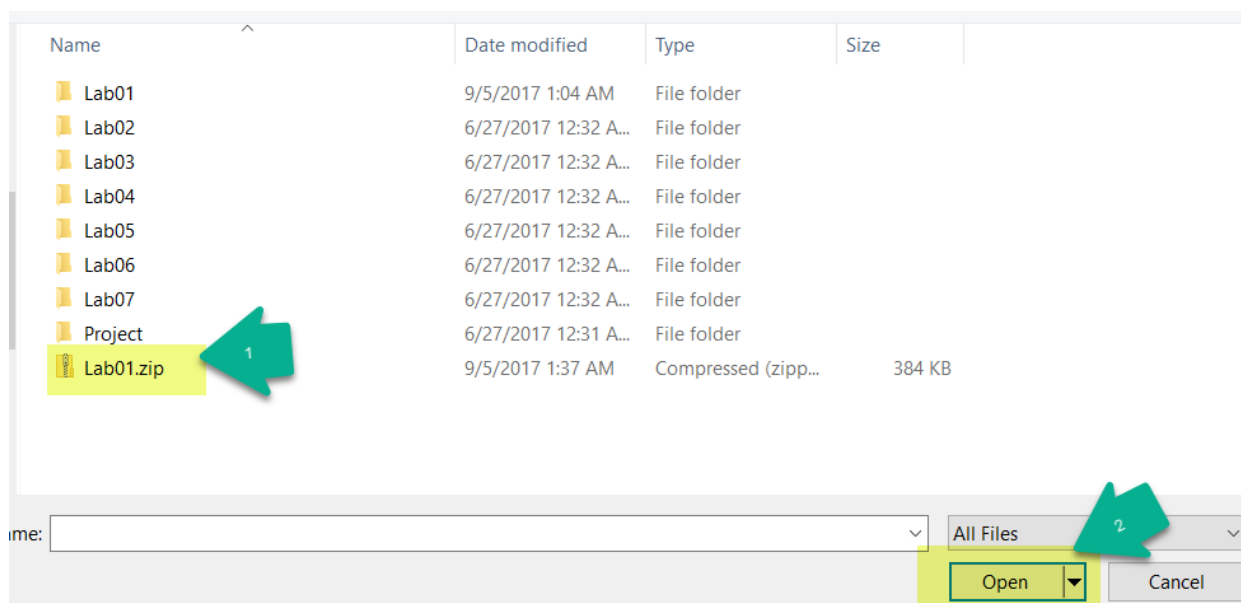
The screenshot shows the Canvas LMS interface for an assignment titled "Lab 1". On the left is a navigation sidebar with icons for Home, Announcements, Assignments (highlighted), Discussions, Grades, Pages, and Syllabus. The main content area shows the assignment details: "Due Sep 12 by 11pm", "Points 50", "Submitting a file upload", and "File Types zip". A yellow "Submit Assignment" button is in the top right. Below the details, it says "Download the attached handout and complete the assignment: [Lab1Fall2017.pdf](#)".

## Select Choose File



The "File Upload" dialog box prompts the user to "Upload a file, or choose a file you've already uploaded." It features a "File:" label, a yellow "Choose File" button, and the text "No file chosen". Below this is a "+ Add" button and another "No file chosen" text. A "Comments..." text area is present. At the bottom are "Cancel" and "Submit Assignment" buttons.

Browse to wherever you saved your zip file, select it and then click Open.



The screenshot shows a Windows File Explorer window. The left sidebar lists folders "Lab01" through "Lab07" and a "Project" folder. The "Lab01.zip" file is highlighted with a yellow background and a green arrow labeled "1". The main pane shows a table of files:

Name	Date modified	Type	Size
Lab01	9/5/2017 1:04 AM	File folder	
Lab02	6/27/2017 12:32 A...	File folder	
Lab03	6/27/2017 12:32 A...	File folder	
Lab04	6/27/2017 12:32 A...	File folder	
Lab05	6/27/2017 12:32 A...	File folder	
Lab06	6/27/2017 12:32 A...	File folder	
Lab07	6/27/2017 12:32 A...	File folder	
Project	6/27/2017 12:31 A...	File folder	
Lab01.zip	9/5/2017 1:37 AM	Compressed (zipp...	384 KB

At the bottom, the "name:" field is empty. The file type filter is set to "All Files" (indicated by a green arrow labeled "2"). The "Open" button is highlighted with a yellow background.

Double check to make sure you have the right file and click the Submit button. Before submitting, you may add a comment if there's something special I need to know about your assignment.

File Upload

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

File: 

Choose File

 Lab01.zip

+ Add Another File

Comments...

Cancel

Submit Assignment

1. Double check!

2. Submit

If everything is successful you'll see the confirmation on the right side.

## Lab 1

[Re-submit Assignment](#)

**Due** Sep 12 by 11pm    **Points** 50    **Submitting** a file upload    **File Types** zip  
**Available** Aug 20 at 12am - Sep 26 at 11pm about 1 month

Download the attached handout and complete the assignment: [Lab1Fall2017.pdf](#)  

## Submission

✓ **Turned In!**

Sep 5 at 12:52am  
[Submission Details](#)  
[Download Lab01.zip](#)

**Comments:**  
No Comments