

# Aflevér en opgave

- *studerende*



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Selvom de fleste opgaver på SDU bliver afleveret via Digital Eksamen, vil denne vejledning gennemgå, hvor og hvordan du afleverer en opgave i itslearning, da dette ligeledes kan forekomme.

**Vejledningen vil derfor gennemgå følgende punkter:**

1. Hvor du afleverer en opgave
2. Hvordan du afleverer en opgave



# 1. Hvor afleverer jeg opgaver i itslearning?

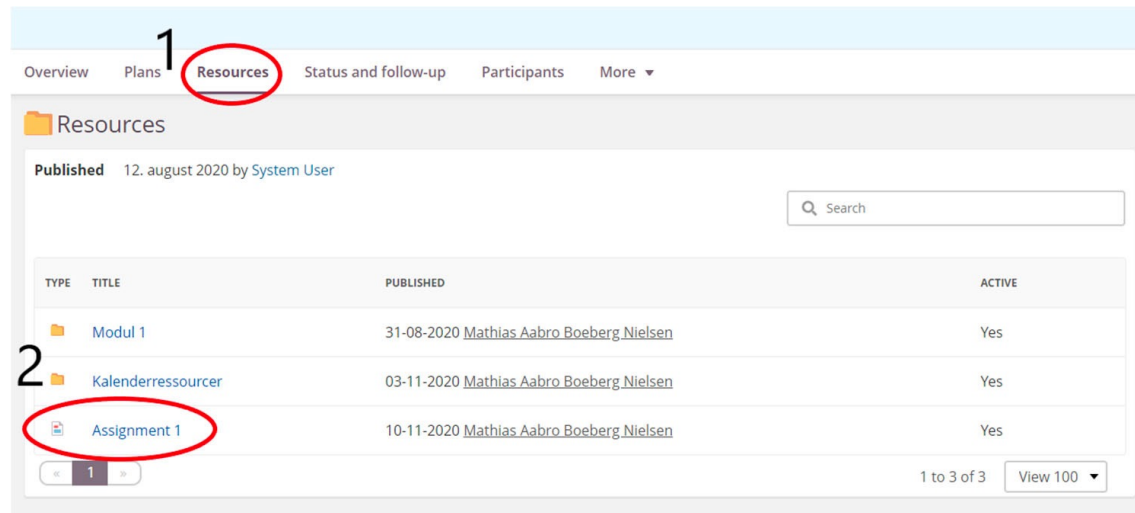
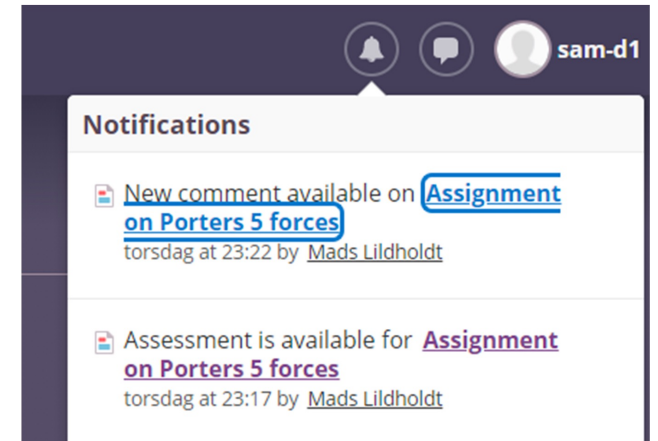
Opgaver afleveres direkte via kursusrummet i itslearning. Hvis din underviser har oprettet en opgave i dit kursus, kan du få adgang på følgende måder.

1.

Du kan indledningsvist aflevere en opgave via forsiden, når du logger ind på itslearning. Her klikker du blot på det lille klokke-ikon i øverste højre hjørne for at tilgå 'Notifications'. Herfra vælger du den specifikke opgave.

2.

Du kan ligeledes få adgang til opgaven via fanen 'Resources', når du har klikket på det enkelte kursusrum. Klik derfor på 'Resources' og derefter den udvalgte opgave.



## 2. Hvordan afleverer jeg opgaver i itslearning?

Når du fra 'Resources' har klikket på den konkrete opgave, bliver du ført til opgavens hovedside, hvor du får følgende overblik.

The screenshot shows the 'Assignment 1' page in Itslearning. At the top, there is a navigation bar with tabs: Overview, Plans, Resources (selected), Status and follow-up, Participants, and More. Below the navigation bar, the page title is 'Assignment 1' with an 'Immersive Reader' button and a menu icon. The main content area is divided into three numbered steps: 1. 'Assignment' with a file icon and '1 file(s)', followed by the text 'Here you can hand in your assignment.' 2. A file upload area showing 'test.docx' with a Word icon and a menu icon. 3. A green button labeled 'Answer assignment'. On the right side, there is a sidebar with a large number '4' at the top. It contains four sections: 'STATUS' (pencil icon) with 'Not submitted', 'DEADLINE' (calendar icon) with '10-11-2020 23:59' and 'Closed after deadline', 'HOMEWORK' (scissors icon) with 'This activity is homework', and 'ASSESSMENT SCALE' (scale icon) with '7-trinsskalaen'.

1.

Underviserens introduktion til opgaven.

2.

Opgavefiler til download, eksempelvis eksamensspørgsmål.

3.

Klik på 'Answer assignment', når du ønsker at aflevere din opgave.

4.

Her får du et overblik over essentiel opgaveinformation, det kan eksempelvis være deadline for aflevering, bedømmelsesform samt status for din opgave.

The screenshot shows a user interface for an assignment. At the top, there are navigation tabs: Overview, Plans, Resources (selected), Status and follow-up, Participants, and More. The main content area is titled 'Assignment 1' and includes an 'Immersive Reader' button. Below the title, there is a list of items: 1. 'Assignment' with a document icon and '1 file(s)', followed by the text 'Here you can hand in your assignment.' 2. A file named 'test.docx' with a Word document icon and a three-dot menu. 3. A green button labeled 'Answer assignment'. On the right side, there is a sidebar with a large number '4' at the top. It contains sections: 'STATUS' with a pencil icon and the text 'Not submitted'; 'DEADLINE' with a calendar icon, the date '10-11-2020 23:59', and the text 'Closed after deadline'; 'HOMEWORK' with a crossed-hammers icon and the text 'This activity is homework'; and 'ASSESSMENT SCALE' with a scale icon and the text '7-trinsskalaen'.

# 3. Afleveringsmodulet

Når du har klikket på 'Answer assignment' føres du til afleveringsmodulet. I dette har du mulighed for følgende.

1.

At angive fritekst eller svare direkte, såfremt opgaven tillader det.

2.

At tilføje filer.

3.


Og naturligvis at aflevere. Når du er klar til at aflevere vælger du 'Submit'.

The screenshot shows the 'Assignment 1' submission interface. At the top, there are navigation tabs: Overview, Plans, Resources (highlighted), Status and follow-up, Participants, and More. Below the tabs, the title 'Assignment 1' is displayed, along with an 'Immersive Reader' button and a menu icon. The main content area is titled 'Assignment' and shows '1 file(s)' and a 'Show' dropdown. A large text input area is labeled 'Your answer' and contains a rich text editor with options for Font, Size, Bold (B), Italic (I), Underline (U), and More options. Below the text area is a dashed box labeled 'Add files' with the text 'or simply drop it here'. At the bottom, there are three buttons: 'Submit' (green), 'Save as draft' (green), and 'Cancel' (grey). Three large numbers (1, 2, 3) are overlaid on the interface to indicate the steps described in the text: 1 points to the text input area, 2 points to the 'Add files' area, and 3 points to the 'Submit' button.


4.

Herefter får du en kvittering for, at du har afleveret. I denne kan du se de filer samt den tekst, du har afleveret. På samme tid, får du kvitteringen på din SDU-mail.

Overview Plans **Resources** Status and follow-up Participants More ▾


 Assignment 1 Immersive Reader ⋮

**Your answer** SUBMITTED


Submitted: 10. november 2020 13:53 by  [Mathias Aabro Boeberg Nielsen](#)

I hereby hand in my paper.

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**Assignment**  1 file(s) Hide ^

Here you can hand in your assignment.

 test.docx ⋮