Turn in an assignment

You turn in your work online in Classroom. Depending on the type of assignment and attachments, you'll see **Turn in** or **Mark as Done**.

If you need to edit work that you turned in, you can unsubmit the assignment before the due date, make your changes, and resubmit. However, any assignment turned in or marked done after the due date is recorded as late.

**Computer**   Android   iPhone & iPad

Turn in an assignment

You can attach one or more files to your work. You can also open new files in Google Docs, Slides, Sheets, and Drawings, work in them, and then attach them to your assignment. However, you can't attach a file that you don't own.

1. Go to classroom.google.com ☒ .
2. Click the class ＞ **Classwork**.
3. Click the assignment ＞ **View assignment**.
4. To attach an item:
   a. Under **Your work**, click **Add or create** ＞ select Google Drive △, Link ⧉, or File 📎 .
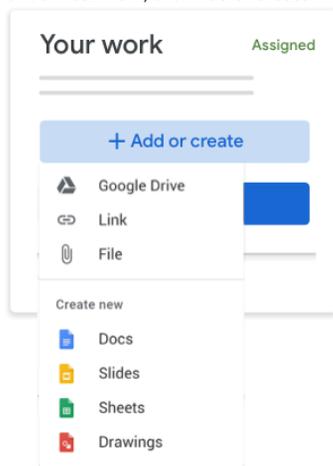
   b. Select the attachment or enter the URL for a link and click **Add**.

5. To attach a new document:
   a. Under **Your work**, click **Add or create** ＞ Docs 📄, Slides 🟨, Sheets 🟩, or Drawings 🟥 .
      A new file attaches to your work and opens.
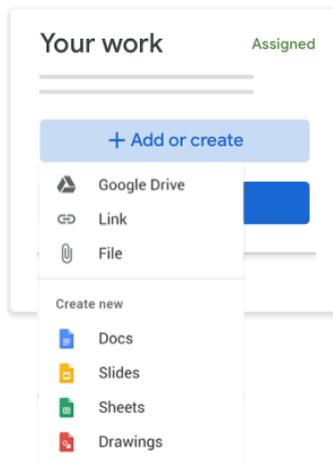
   b. Click the file and enter your information.

6. (Optional) To remove an attachment, next to the attachment's name, click Remove ✕ .
7. (Optional) To add a private comment to your teacher, under **Private comments**, enter your comment and click Post ▷ .
8. Click **Turn In** and confirm.

The status of the assignment changes to **Turned in**.
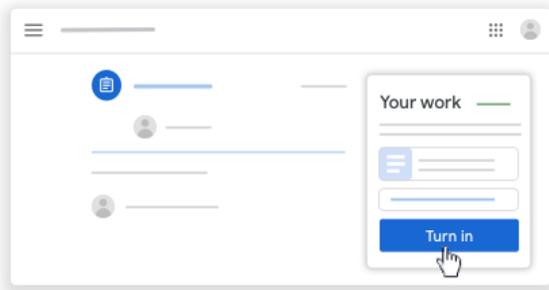
Important: If you get an error message when you click **Turn in**, let your instructor know.
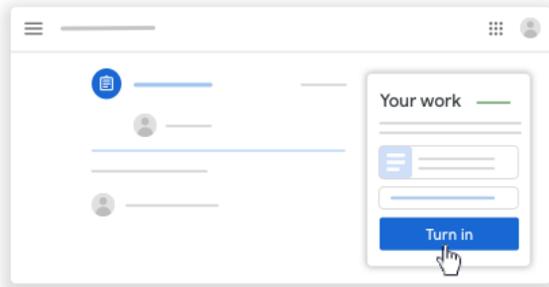
Turn in a quiz assignment

1. Go to classroom.google.com ⧉ .
2. Click the class > **Classwork**.
3. Click the assignment > **View assignment**.
4. Click the form and answer the questions.
5. Click **Submit**.
   If the form is the only work for the assignment, the status of the assignment changes to **Turned in**.
6. If there's more work to do for the assignment, click **Open assignment**.

Turn in an assignment with a doc assigned to you

If your teacher attached a document with your name in the title, it's your personal copy to review and edit. As you work, your teacher can review your progress before you click **Turn in**.

1. Go to classroom.google.com ⧉ .
2. Click the class > **Classwork**.
3. Click the assignment > **View assignment**.
4. Click the image with your name to open the assigned file.
5. Enter your work.
6. On the document or in Classroom, click **Turn in** and confirm.

The status of the assignment changes to **Turned in**.
Important: If you get an error message when you click **Turn in**, let your instructor know.

Mark an assignment done

Important: Any assignment turned in or marked done after the due date is recorded as late, even if you previously submitted the work before the due date.

1. Go to classroom.google.com ⧉ .
2. Click the class > **Classwork**.
3. Click the assignment > **View assignment**.
4. (Optional) To add a private comment to your teacher, under **Private comments**, enter your comment and click Post ▷.
5. Click **Mark as done** and confirm.
   The status of the assignment changes to **Turned in**.

Unsubmit an assignment

Want to make changes to an assignment that you already turned in? Just unsubmit the work, make the changes, and turn it in again.

Important: Any assignment turned in or marked done after the due date is marked late, even if you previously submitted the work before the due date. If you unsubmit an assignment, be sure to resubmit it before the due date.

1. Go to classroom.google.com ☒ .
2. Click the class ❯ **Classwork**.
3. Click the assignment ❯ **View assignment**.
4. Click **Unsubmit** and confirm.
   Note: This assignment is now unsubmitted. Turn it in again before the due date.
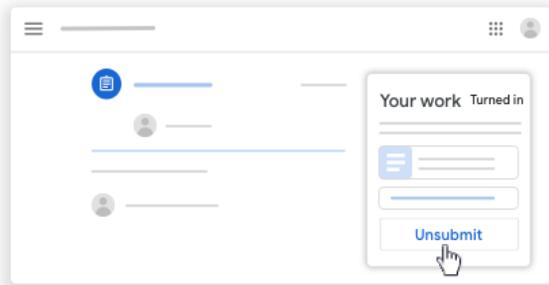
Related articles

- See your work for a class
- How attachments are shared in Classroom
- Work with a doc assigned to you
- Google Docs Help Center ☒
- Use a screen reader with Classroom on your computer

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Was this helpful?

Yes   No