LIVETEXT

ASSIGNMENT SUBMISSION (COURSE SIDE)

Please use the following guidelines to submit an assignment in LiveText. These instructions may be used for the CITI Training, Maryland Teacher Technology Standards (MTTS), Teacher Performance Assessment (edTPA), Portfolios, or any other course assignments.

STEP ONE:

LOGIN to your LiveText account at www.livetext.com

Note: If you have forgotten your password, please use the "Forgot" link on the LiveText homepage.

STEP TWO:

FIND YOUR ASSIGNMENT, THEN CLICK THE **BEGIN ASSIGNMENT** BUTTON.

CITI Training Submission Not submitted July 30, 2016
Begin Assignment
AOFF 101 - Section 102

STEP THREE:

Click the **Create Document** button to access the template.

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	Assignment Details Required Templates	O CITI Training 7.14 Create Document
	Optional Resources	원 Student Faculty CITI Submission.pdf 0.59M 호
		riease scan your completed CHT Training document and submit using the instructions provided. See RESOURCES section below for details.



STEP FOUR:

You will see – the template for your assignment. It will have an overview section with directions for adding required artifacts (files, pictures, text, etc.). Note: There may be a left-side menu – be sure to click all menu items to see entire assignment.

SELECT EDIT TO ACCESS SECTIONS YOU NEED TO EDIT OR ADD ARTIFACTS TO.

CITI Training Document	+ 🖉 Manage Content
Upload your document here. Select "Edit" to begin.	Edit 🛅
1 No text or image added. To add text and images: <u>click here</u>	

STEP FIVE:

ADD ARTIFACTS USING **INSERT IMAGE** AND/OR **FILE ATTACHMENT** TABS. You may also add text in the white space.

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Note: You may withdraw a submission if the instructor has not viewed or begun the process of scoring your assignment. After making revisions, please resubmit.