# HOW TO SUBMIT YOUR WORK ON PEBBLEPAD FOR FINAL ASSESSMENT

If you have not used the 'autosubmit' option in PebblePad you will be expected to submit your work before the deadline.

To check if your PebblePad asset has already been submitted click on the assets link. Look for the clipboard icon and a number. If this icon is highlighted with a number next to it this shows that your work has already been submitted. You can click on the icon to check where it has been submitted.
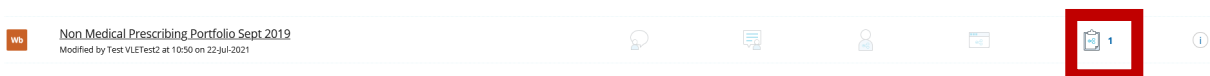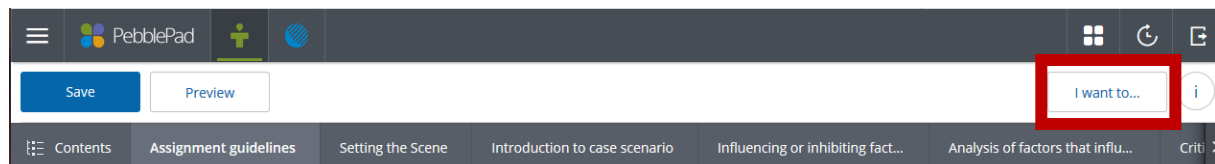

If you have been instructed by your tutor to submit your work via PebblePad when you have completed it and it has not already been submitted, please follow the steps below.

STEP 1

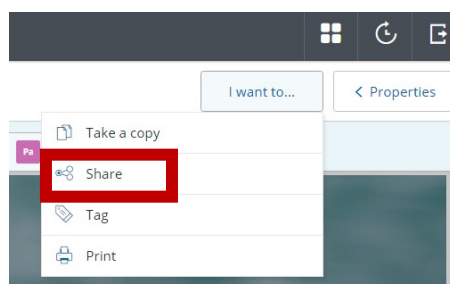Open the PebblePad asset you want to submit (this can be done via your assets list).
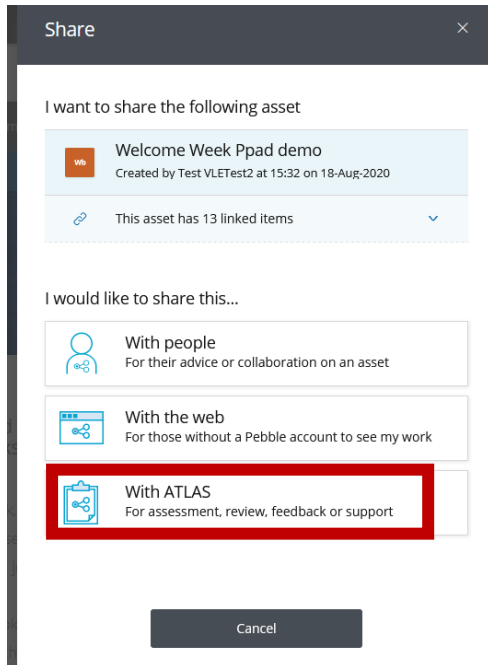
STEP 2

Click on the 'I want to' icon:

STEP 3

Click on 'Share':

STEP 4

Select the option to 'share with ATLAS for assessment, review, feedback or support'

STEP 5

You will be prompted to select the area you want to submit to.

Choose from the list the name of the workspace (submission point) that matches your assignment/module. (A green tick indicates the workspace is available for you to submit to). Click on the assignment name.

STEP 6

You will need to scroll down the screen to agree to the Terms of usage and click on 'share asset'.

You will receive an email from PebblePad confirming you have submitted your Work. Please retain this email.