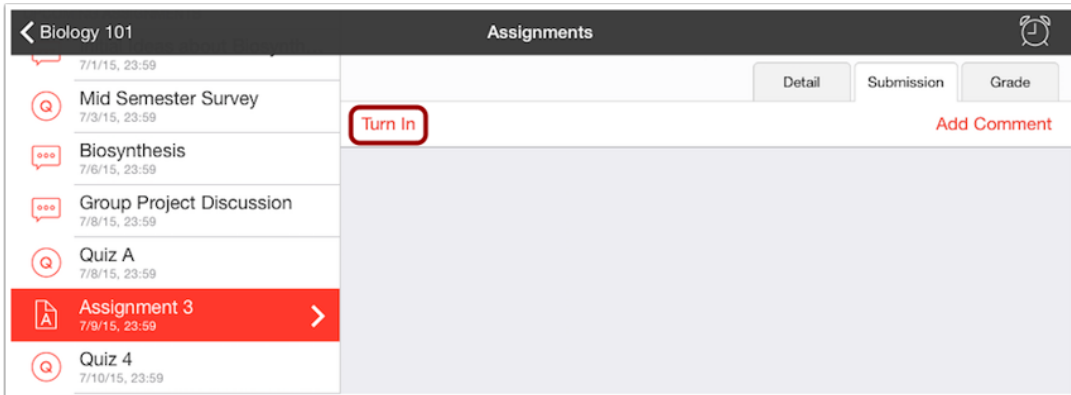


Submitting MS Word documents with the Canvas Mobile app

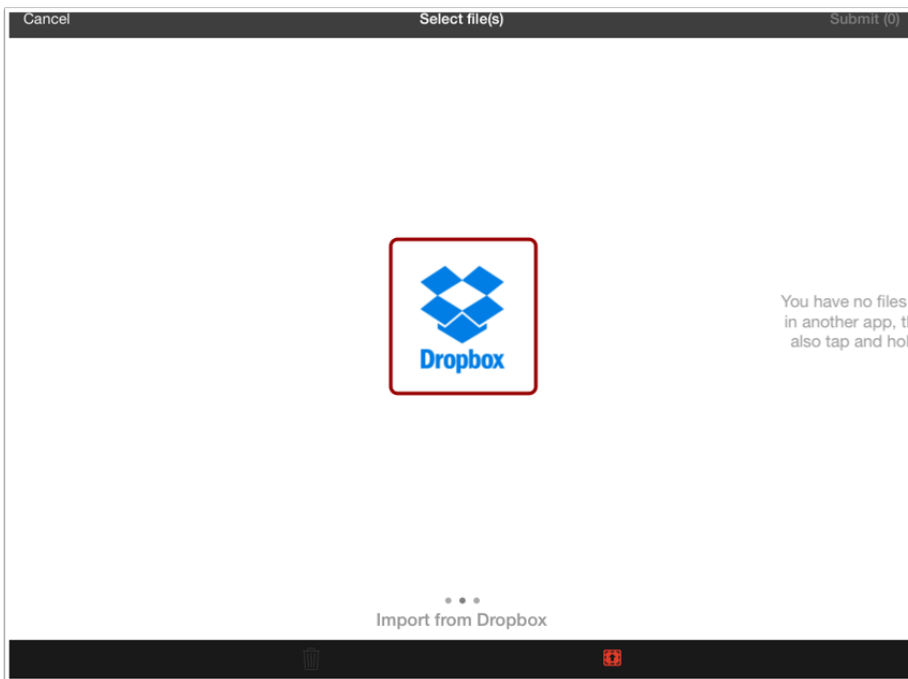
1. Download the app for you iOS or Android device:
 - a. [iOS](#)
 - b. [Android](#)
2. Now download the Microsoft Word app for your device
 - a. [MS Word for iOS](#)
 - b. [MS Word for Android](#)
3. Once the Word app is installed, you will have to go through a setup process.
This involves having the new app send you a confirmation code via email.
Follow the instructions closely.
4. Now download the Dropbox app for your device (this is the final download!)
 - a. [Dropbox for iOS](#)
 - b. [Dropbox for Android](#)
5. You will have to create a Dropbox account as well. Just follow the instructions.
6. Create your document in MS Word app then save to your Dropbox app.
Dropbox will appear as a save location.
7. Now, turn on the canvas app, login, navigate to your course, and locate an assignment.

8. Click the *Submission* tab, then click *Turn in*



9. Canvas will ask you to choose a submission type. Choose *File Upload*.

10. The default will ask you to choose from your camera, swipe the screen until you see the *Import from Dropbox* logo:



11. After clicking the Dropbox logo, you will be able to select the file from what you saved earlier.

This may seem complicated, but it will become easier with practice. If possible, it is much easier to submit assignments via a laptop or desktop computer. If you insist on using the app, it may be easier to type then email the document to yourself so that you may access and submit from a standard computer. Please contact the eLearning office with questions.

Phone: 360-538-4050

Email: elearning@ghc.edu