How To Guide: iPad Set Up for Turning in Student Work
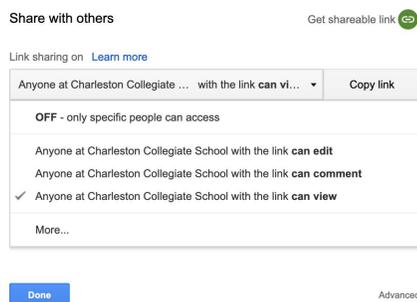
Step 1: Turn off Pop Up Blocker in Safari

A- go to Settings

B - open Safari Settings

C- Turn **off** "Block Pop-ups"

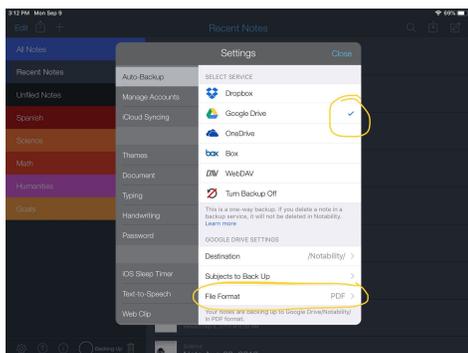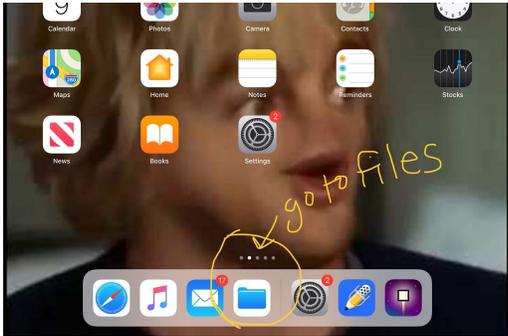Step 2: On the actual document, make sure the file sharing is "on"

Step 3: Back up Notability to Google Drive

A: Open Notability Settings (Wheel at the bottom)
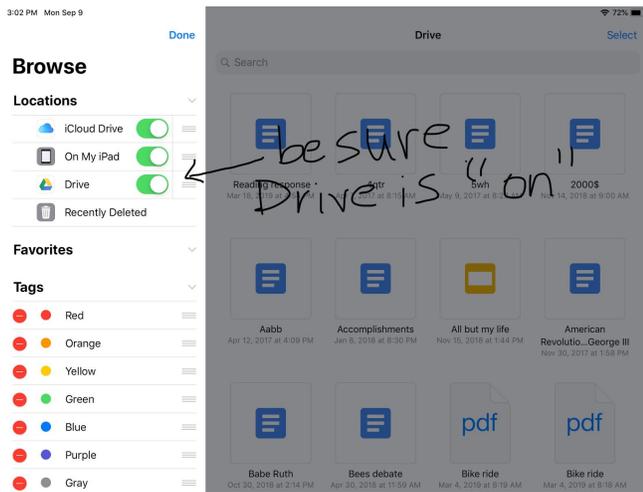
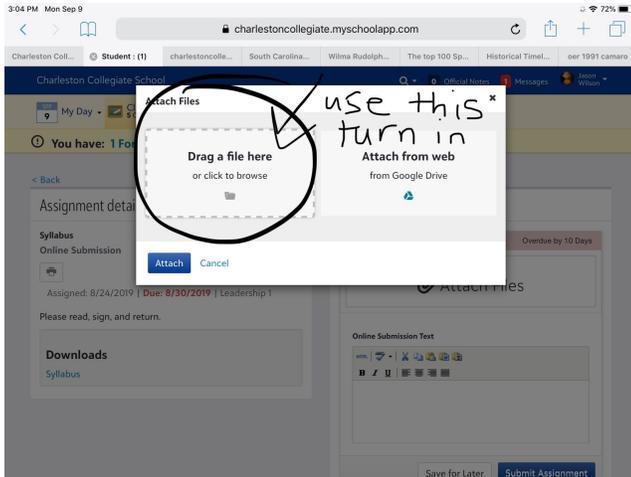B: Sync Notability to Google Drive

C: Set "File Format" to PDF

Step 4: Allow Files to pull from Google Drive

A: Go to Files Icon and to Edit Settings

B: Be sure Google Drive is "On"

Step 5: Turn in Work into CCS Connect

A: Open Assignment in CCS Connect

B: Open "Attach File"

C: For PDF's Choose the option on the left to "Drag a File Here or Click" - Click to Browse and find your PDF - it will not accept gdoc files.

D: You will now have access to all of your Google Drive Files and to your Notability Files within Google Drive

***** Use the "ATTACH FROM WEB" (the box on the right) to share a google doc with your teacher, shared from Google Drive.