




SUBMIT AN ASSIGNMENT

Your instructor may ask you to submit your assignments to ulearn by uploading documents created and saved on your computer or the cloud. After successfully uploading an assignment, students will receive an email confirmation receipt for their submissions. Students can view their submissions by clicking on the assignment link or through My Grades.

Instructions

1. Click on the name of the assignment to upload a submission.
2. The Upload Assignment page provides additional information about the assignment including instructions, due date, points possible and rubric. If applicable, click on the rubric to view how the assignment will be graded.

Upload Assignment: Assignment 5: Technology to Improve Operations

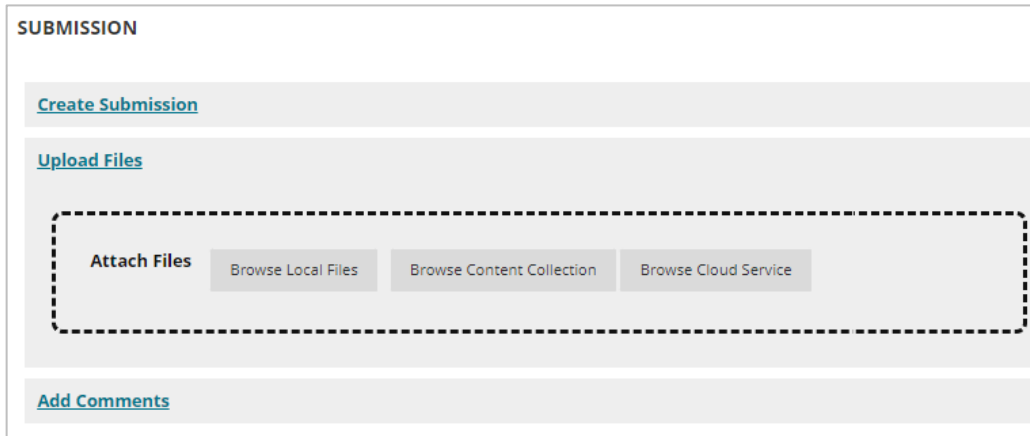
INSTRUCTIONS	ASSIGNMENT INFORMATION
<p>The reading this week discussed how different organizations have harnessed technology to improve their operations, modernize their business and give the organization a competitive advantage.</p> <ol style="list-style-type: none">1. Research an organization of your choice that has implemented some information technology to improve how they do business.2. Explain why these efforts are essential in the organization's Value Chain. Make sure that you explain with detailed facts that include what they did previously, why they made the change, who was involved, what was the result, etc.3. Your submission should be 2-3 pages long with 3 or more references. <p>Review the assignment rubric for grading criteria so that you understand grading expectations. All assignments should be created using Word and must be in MLA format. References must also be in MLA format. Once your assignment is complete, select Assignment 5, attach the file and press submit. Due date: Sunday 11:59 pm ET</p>	<p>Due Date  Sunday, June 4, 2023 11:59:00 PM EDT</p> <p>Points Possible  100</p> <p> View Rubric</p>

3. In the **Submission** section, click the **Upload Files** section to expand the section and view options for uploading local or cloud files.

Note: Students can also use the **Create Submission** option for submitting plain text, images, or other content directly using a textbox. However, most instructors will require an upload document for assignment submissions.

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4. Students can upload files from their computer or through a cloud service.
 - a. Click **Browse Local Files** to upload a file from your computer OR drag and drop file(s) from your computer directly into the Attach Files box. View the [Drag and Drop Assignment Files user guide](#) for additional information.
 - b. Click **Browse Cloud Service** to connect to a cloud storage service such as Google Drive, OneDrive, Dropbox, or Box. Follow the onscreen prompts to connect to a cloud service and upload files.
 - c. Once you have located your file, click **Open** to attach the file to the assignment.



The screenshot shows the 'SUBMISSION' interface. At the top is a 'Create Submission' button. Below it is an 'Upload Files' section, which contains a dashed box labeled 'Attach Files'. Inside this box are three buttons: 'Browse Local Files', 'Browse Content Collection', and 'Browse Cloud Service'. Below the dashed box is an 'Add Comments' button.

5. Once you've located and uploaded file(s), the document(s) will be displayed under **Attached Files**. Change the file name in the **Link Title** box as applicable.



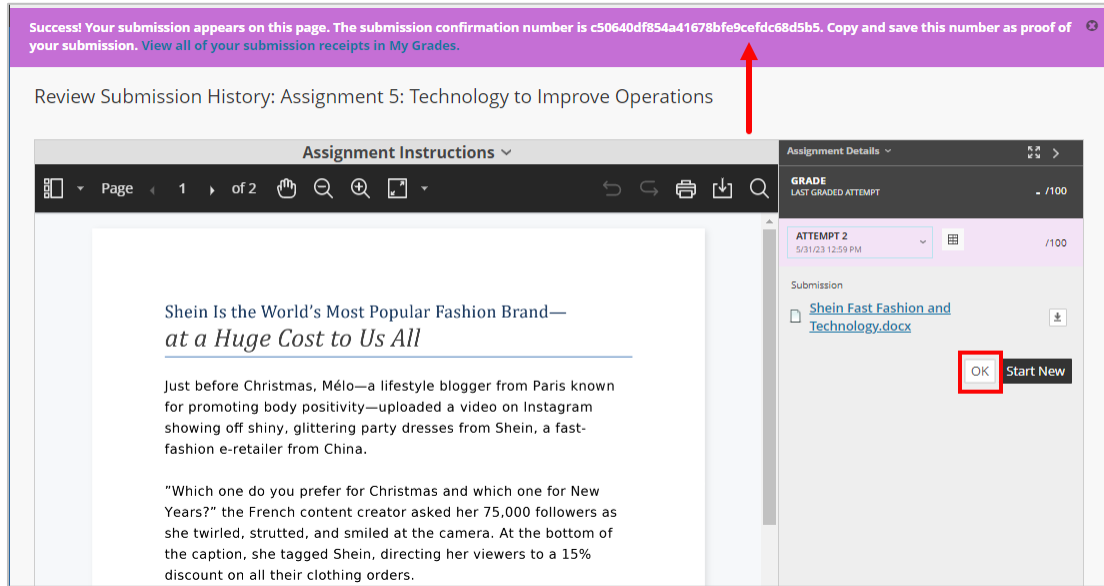
The screenshot shows the 'SUBMISSION' interface. The 'Attach Files' section is still visible. Below it is the 'Attached files' section, which has a table with two columns: 'File Name' and 'Link Title'. The first row shows a file named 'Shein Fast Fashion and Technology.docx' with a 'Link Title' of 'Shein Fast Fashion and Te'. To the right of the 'Link Title' is a 'Do not attach' button. Below the table is an 'Add Comments' button, which is highlighted with a red arrow.

6. Click **Submit** when finished.

Note: Students can provide notes to the instructor about their submission using the **Add Comments** section of the Submission.

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7. The assignment confirmation receipt and document submission are viewable after successful submission. Click **OK** in the bottom right corner to return to the content area.



8. Students will also receive an email confirmation of their assignment submission. All assignment submission receipts are always available in **My Grades**.

