

How to Turn in or Mark as Done Assignments with or without a Google Form Quiz attached

If a teacher assigns you an ANY ASSIGNMENT, (except with a Google form Quiz attached)

1. You MUST **Mark as done** when **finished**
2. Here is a quick video: [How to Mark as Done.webm](#)

This screenshot shows the 'Your work' section of an assignment interface. At the top right, it says 'Assigned' in green. Below this, there is a button labeled '+ Add or create' and a prominent black button labeled 'Mark as done'. Underneath, there is a 'Private comments' section with a user icon, a text input field labeled 'Add private comment...', and a submit arrow.

3. If a **non-quiz google form** is assigned,
 - a. If you click **mark as done** *without completing* you will get this message. So you must complete the form before marking as done.

This is a warning dialog box titled 'Mark as done?'. The text inside reads: 'You didn't attach work for "🔒 Tues 5/5 Assignment with Google form as a quiz.", so your teacher will just see it's done.' At the bottom right, there are two buttons: 'Cancel' and 'Mark as done'.

- b. Once you complete the form and submit, you must also go back to view the assignment and Mark as done.

This screenshot shows the assignment page for 'Tues 5/5 Sample Assignment with a Goo...'. It indicates the assignment is 'Assigned' and 'Due Tomorrow'. Below the assignment title, there is a preview of a Google Form titled 'NMS Reimaging Desktop ...'. At the bottom left, a button labeled 'View assignment' is highlighted with a red rectangle.

This screenshot shows the 'Your work' section, which is marked as 'Assigned'. It features a '+ Add or create' button and a black 'Mark as done' button, which is highlighted with a red rectangle.

If a teacher assigns you an ASSIGNMENT WITH a Google Form QUIZ,

1. If you click **mark as done** *without completing* you will get this same message. So you must complete the form.

This is a warning dialog box titled 'Mark as done?'. The text inside reads: 'You didn't attach work for "🔒 Tues 5/5 Assignment with Google form as a quiz.", so your teacher will just see it's done.' At the bottom right, there are two buttons: 'Cancel' and 'Mark as done'.

2. BUT after you take the Google QUIZ and SUBMIT, your google form is scored and turned in automatically. Your response has been recorded. You do not need to go back to view assignment and mark as done

NMS Reimaging Desktop to Catalina Image

Your response has been recorded.

[Submit another response](#)

This screenshot shows the 'Your work' section after the quiz has been submitted. It says 'Turned in' at the top right. Below, it states 'No work attached' and has an 'Unsubmit' button.

BONUS TIP:

You can also Add or create (a doc, link, ...) and then **TURN IN** when **finished**

