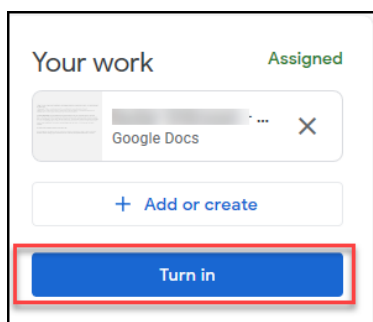


Google Classroom - Mark as Done vs Turn In

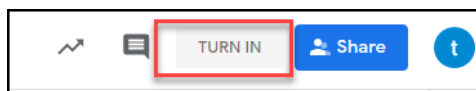
When you submit an assignment via Google Classroom, there are 2 different options that could appear. Each option is based on whether you are attaching a document when you are submitting the assignment.

TURN IN

You will see the **TURN IN** button when you are submitting your assignment **WITH an attached document.**



You might also **TURN IN** the document directly inside a Google Doc. In this case, you can submit your assignment and the document by clicking the TURN IN button inside the Google Doc. *NOTE: This ONLY appears when your teacher has attached this DOC to the assignment ahead of time.*

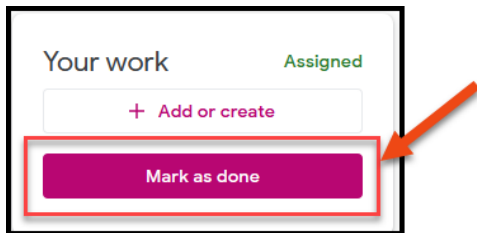


MARK AS DONE

When you are submitting your assignment **WITHOUT** an attached document, then you will need to click the MARK AS DONE button.

This often occurs when you are completing a Google FORM as part of your assignment. Since the FORM submits your answers separately and is itself NOT a document that you are attaching to your assignment, then the MARK AS DONE button appears. If you do not click this button, then Google Classroom will NOT know that you have completed the assignment. Submitting your answers in a Google Form does not tell Google Classroom that you have completed the assignment. If your assignment is a Screencastify Submit assignment, you will also need to click MARK AS DONE after you complete the assignment.

Google Classroom - Mark as Done vs Turn In



IMPORTANT NOTE:

Google Classroom will put a *timestamp* for each assignment action that you complete. Your teacher will be able to see when you turn in, unsubmit or resubmit your assignment. They will see when you take quizzes, answer questions and post comments.