**HIS105--HOW TO SUBMIT THE THIRD PAPER (Assignment 3 in Week 9)**:

Anytime you use Blackboard, be sure you are using the CHROME browser or the FIREFOX browser. (do not use Internet Explorer, Edge, Safari, etc---they simply encounter too many problems in Blackboard). Also, use a computer or laptop when doing and submitting papers; other devices (phones; tablets) tend to encounter problems. Now—to submit the paper---

In the Week 9 unit:  Scroll down and find the large blue heading/link **Assignment 3:  America as Superpower—Confrontation in a Nuclear Age (1947-Present).** (Under it are little links to documents and a video--be sure you use those in doing your paper).  Do your paper on a Word document—saved with a .doc or .docx or with an .rtf file extension. (Do NOT submit it as a .pdf file, google doc, Apple pages, or as NotePad.)  ALSO—**don’t submit separate files—just submit one file;** thetitle page, the body of paper, and the sources list at end—these should all be on one document.

Once you have your paper on a single Word document--and have it polished and ready to submit--and have the file named the way you want and saved in a folder you know on your computer----**THEN**---

      1.  Click on that large blue link **Assignment 3:  America as Superpower—Confrontation in a Nuclear Age (1947-Present)** in the Week 9 unit.

      2.  This takes you to a new page that at the top says "**Assignment 3 Submission**"--it is a link; click on those three words.

      3.  This takes you to a new page that says **ASSIGNMENT INFORMATION** near the top.  Once there, scroll all the way down.  Near the bottom of the page you will see a tab--a tool--called "**Browse My Computer**"--click on that and use it to find your paper on your computer--and upload/attach it.   (There is no need to type anything in the "Add Comments" area--just leave that blank). Once you upload it--then click "**Submit**" on the lower right of the web page.   That should submit your paper.

      4.  Your Blackboard gradebook will flash some sort of color or symbol showing you have submitted.

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**NOTE—submitting a revised paper—or perhaps you submitted the wrong paper on your first try**: If you need, for any reason, to submit the paper (or some revision/replacement of it) again, the system allows you to do so. To do that:

a) Start over in the Week 3 unit. Again, do steps 1 and 2 above.

b) After doing step 2, you will see your earlier submission on the screen. On the middle area of the RIGHT SIDE of the screen, you will see a tab named “**Start New**”. Click “**Start New**”.

c) Now---this takes you to a screen to submit again**. Do Step 3 above again—as you did before—**upload your new file and click **“Submit”**. That submits your new/revised paper. You will see your new submission.

d) Note: The instructor will see all submissions—your most recent one and your earlier ones. In general, an instructor grades the most recent submission. It depends on situation, permissions, deadlines, etc. ---------------------------