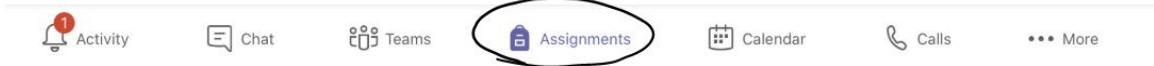
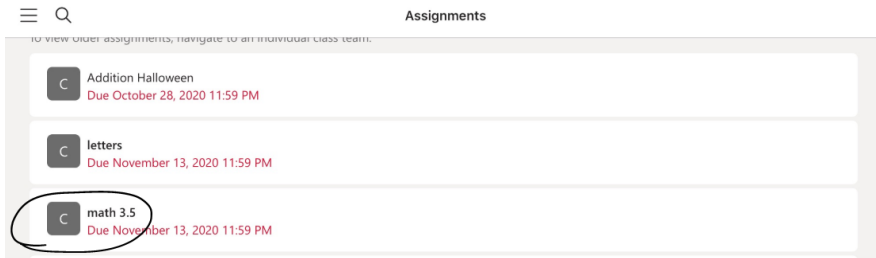


How to Open an Assignment in Teams

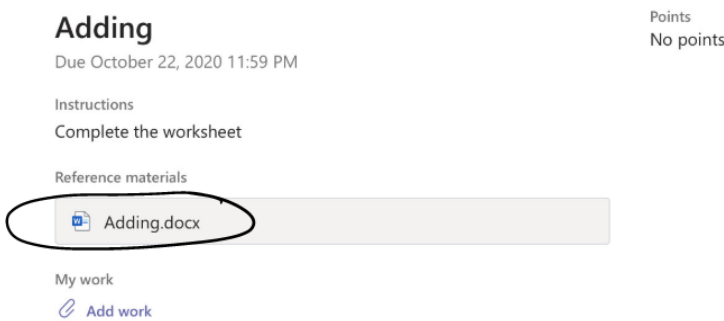
1. Open **Teams**. Tap the **Assignment** icon at the bottom in the middle.



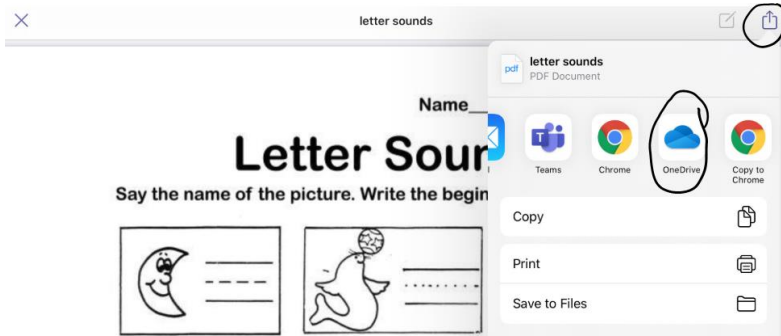
2. Find the assignment you need to complete and tap it to open it.



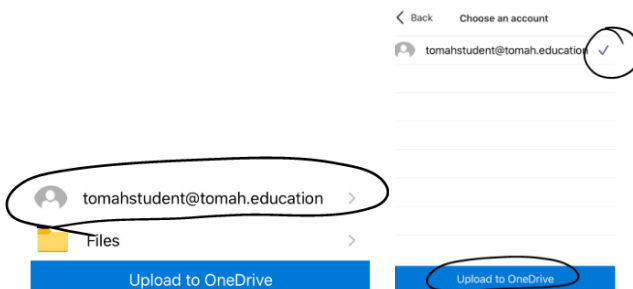
3. Open **Reference Materials** if they are included. It could be a Link or Word document or PDF.



4. Save Word or PDF to your OneDrive by tapping on the Share button.



5. Tap on your **name** and then tap the blue button that says Upload to OneDrive.



6. **Close Teams** and open **OneDrive** to work on assignment.