



# HOW TO SUBMIT YOUR EXAM ON MOODLE

▼ FI425E\_ALT\_PAR - May 28th @9:00 AM



FI425E\_ALT\_PAR - Subject

*For each exam, a "technical issue" time (15 minutes) is systematically added in Moodle for minor technical issues.*

**ONLY WORD FILES OR WORD TURNED INTO PDF FILES**

**1 FILE ONLY PER SUBMISSION**

**ATTENTION:** Turnitin's submissions may take longer. We advise you not to wait until the very last minute to submit your paper to ensure its consideration. The start and end of the exam, regardless of when you log in.

*In case of a problem during the exam, please contact the Aloha via Teams or email (Only during work hours 9 am - 5:30 pm, Paris time.)*



Study Case



FI425E\_ALT\_PAR

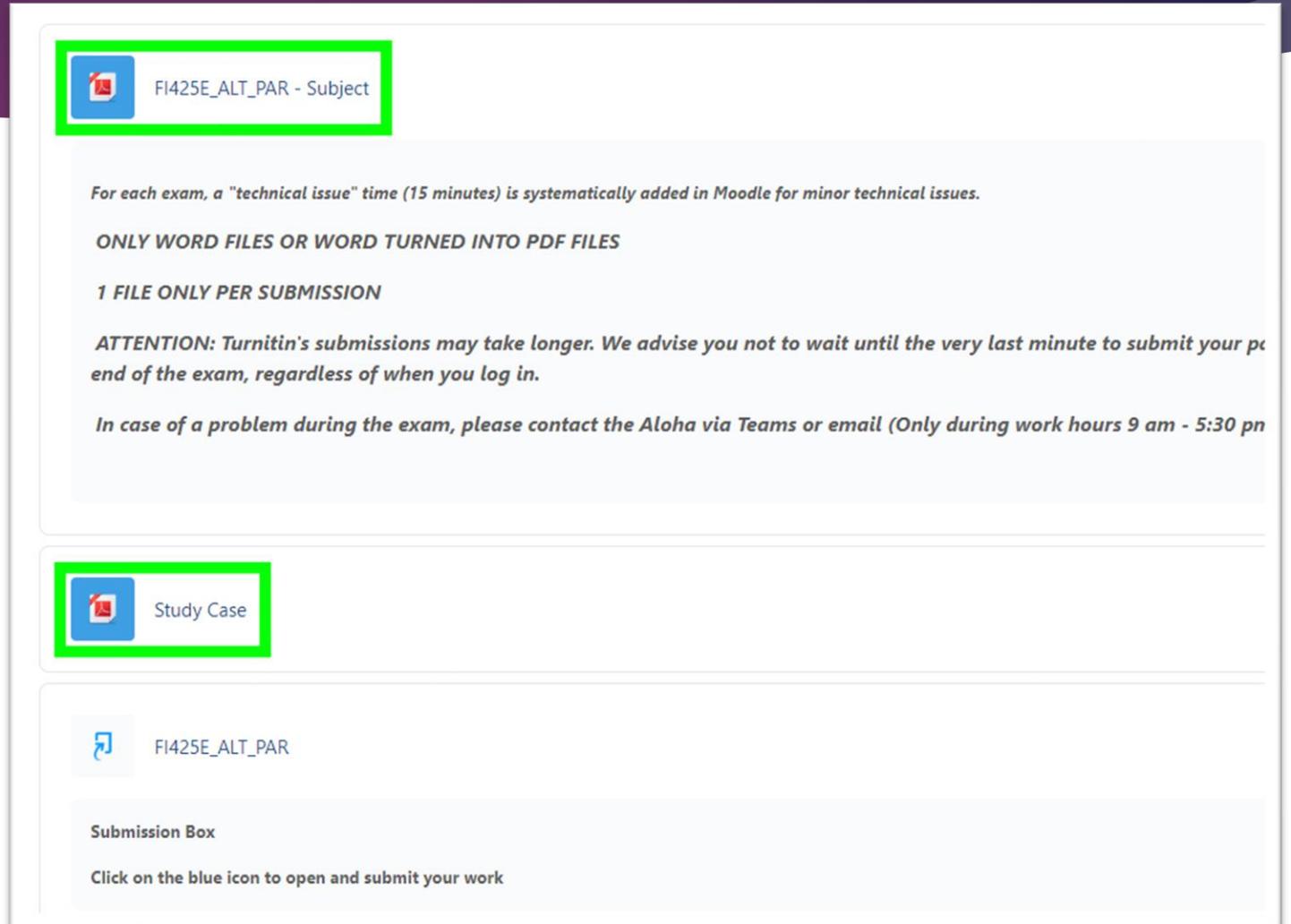
Submission Box

Click on the blue icon to open and submit your work

The subject, extra files (if available) and the submission box will appear on the day and at the precise time of the start of the exam.

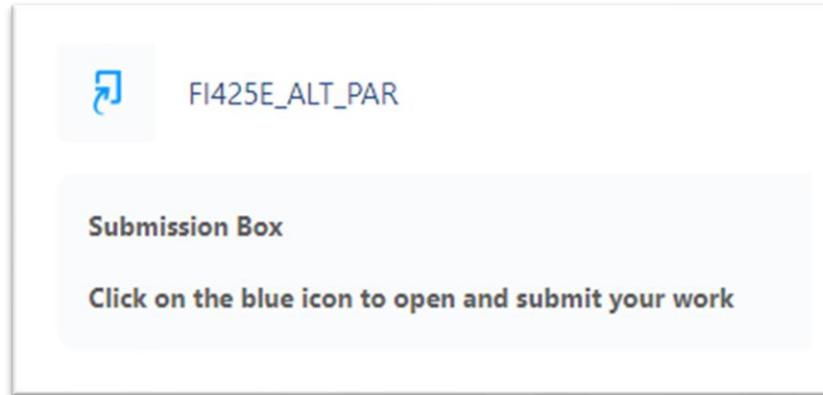
Click on the  
**Subject file**, appendix\*,  
Word template\* to  
download them

\* if available



The screenshot shows a Moodle submission interface. At the top, a blue icon with a document symbol is next to the text 'FI425E\_ALT\_PAR - Subject', which is highlighted with a red border. Below this, a light blue box contains the following text: 'For each exam, a "technical issue" time (15 minutes) is systematically added in Moodle for minor technical issues.', 'ONLY WORD FILES OR WORD TURNED INTO PDF FILES', '1 FILE ONLY PER SUBMISSION', 'ATTENTION: Turnitin's submissions may take longer. We advise you not to wait until the very last minute to submit your p end of the exam, regardless of when you log in.', and 'In case of a problem during the exam, please contact the Aloha via Teams or email (Only during work hours 9 am - 5:30 pm)'. Below this box, another blue icon with a document symbol is next to the text 'Study Case', also highlighted with a red border. At the bottom, a blue icon with a document symbol is next to the text 'FI425E\_ALT\_PAR'. Below this, the text 'Submission Box' is followed by the instruction 'Click on the blue icon to open and submit your work'.

# Depending on the file format to submit, different submission box type may be available

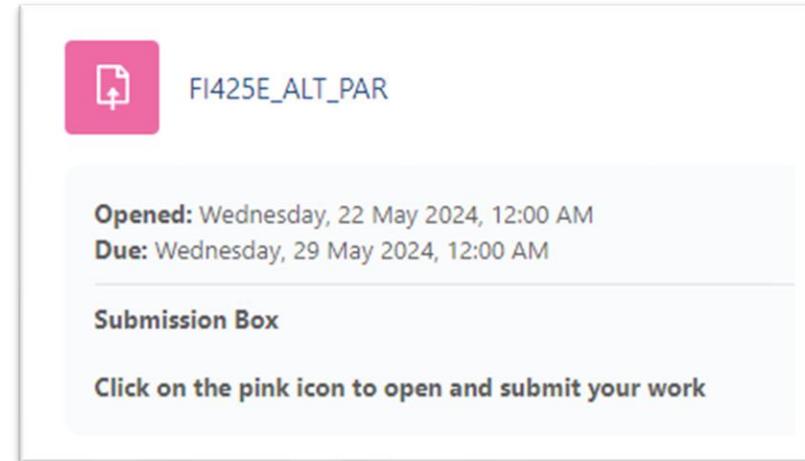


FI425E\_ALT\_PAR

**Submission Box**

Click on the blue icon to open and submit your work

For PDF or Word file  
type **only**



FI425E\_ALT\_PAR

**Opened:** Wednesday, 22 May 2024, 12:00 AM  
**Due:** Wednesday, 29 May 2024, 12:00 AM

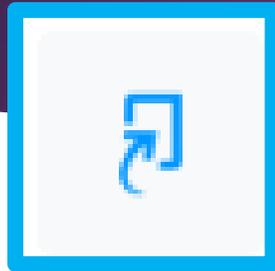
**Submission Box**

Click on the pink icon to open and submit your work

For all file type  
(including Excel, Python, etc...)



# How to submit after clicking on the icon



Submission Box

Click on the blue icon to open and submit your work

separate groups: All participants

[My Submissions](#)

Part 1

Title	Start Date	Due Date	Post Date	Marks Available
F1425E_ALT_PAR - Part 1	22 May 2024 - 09:00	25 May 2024 - 12:15	25 May 2024 - 12:15	100

Summary:

Submission Box

Click on the blue icon to open and submit your work

Refresh Submissions

Submission Title	Turnitin Paper ID	Submitted	Grade
--	--	--	Submit Paper 

Click on « Submit Paper »

Submission Box

Click on the pink icon to open and submit your work

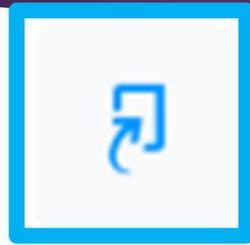
**Add submission**

Submission status

Submission status	No submissions have been made yet
Grading status	Not graded
Time remaining	6 days 11 hours remaining

Click on « Add submission »

Add a title (1),  
Select your file (2) – see next page –  
and Add your submission/Save changes (3)



**Submit Paper**

Submission Title ! ?  **1**

File to Submit ? Maximum file size: 100 MB, maximum number of files: 1

**2**

**3**

! Required

You can drag and drop files here to add them.

**Add submission**

File submissions Maximum file size: 512 MB, maximum number of files: 20

**2**

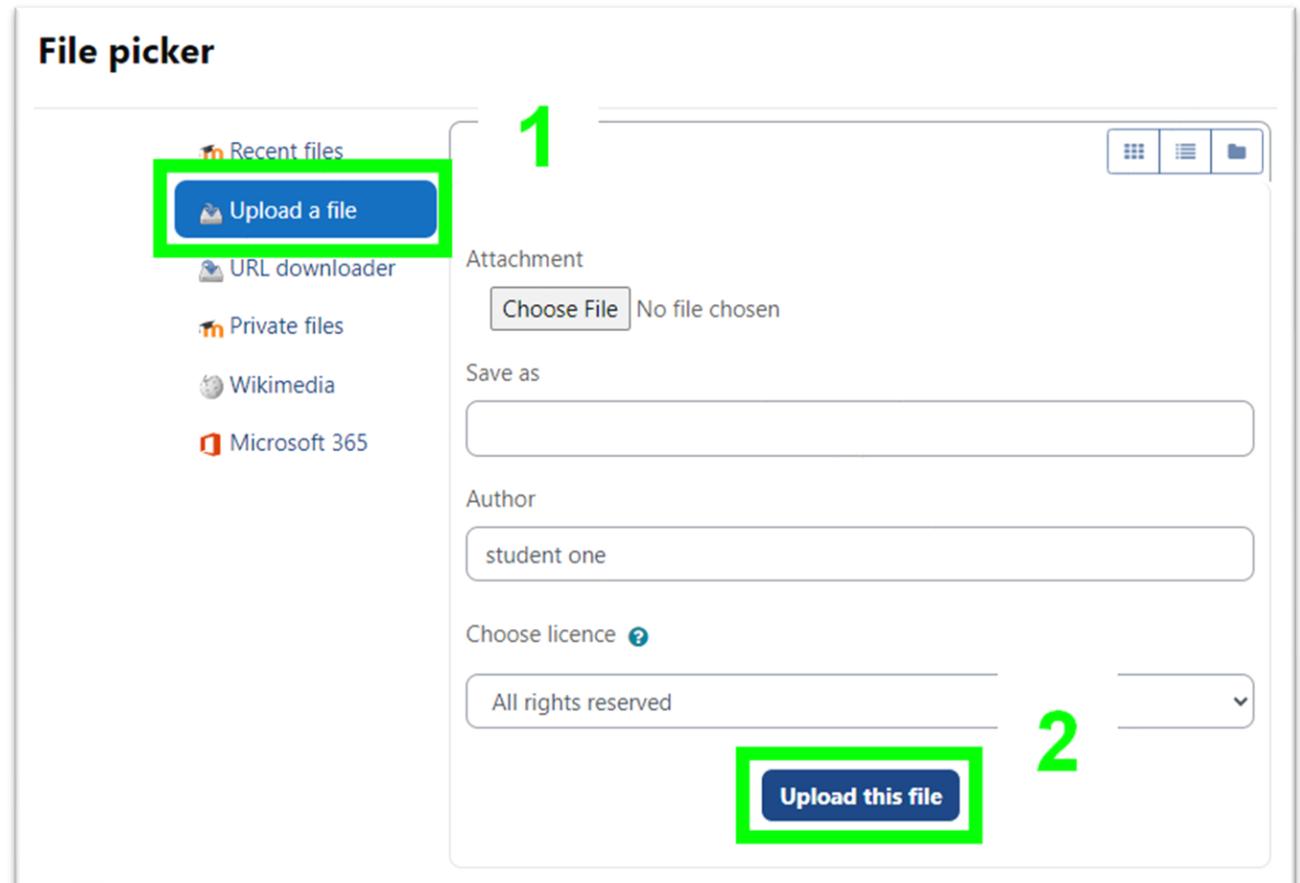
**3**

You can drag and drop files here to add them.

# When uploading your work

Make sure to choose  
« **Upload a file** » and select your  
document on your computer.

**DO NOT attach a shortcut link  
from a cloud service (OneDrive,  
Google Drive,...)**



The screenshot shows a 'File picker' interface. On the left, there is a sidebar with several options: 'Recent files', 'Upload a file', 'URL downloader', 'Private files', 'Wikimedia', and 'Microsoft 365'. The 'Upload a file' button is highlighted with a green box and a green number '1' next to it. On the right, there is a main area with the following fields: 'Attachment' (with a 'Choose File' button and 'No file chosen' text), 'Save as' (with an empty text input field), 'Author' (with a text input field containing 'student one'), and 'Choose licence' (with a dropdown menu showing 'All rights reserved'). The 'Upload this file' button at the bottom right is also highlighted with a green box and a green number '2' next to it.

# After uploading your work, check that your document is correctly submitted



Submission status	
Submission status	Submitted for grading
Grading status	Not graded
Time remaining	Assignment was submitted 6 days 10 hours early
Last modified	Wednesday, 22 May 2024, 1:41 PM
File submissions	 Resit Exam_studentone.pdf 22 May 2024, 1:41 PM

Part 1				
Title	Start Date	Due Date	Post Date	Marks Available
 FI425E_ALT_PAR - Part 1	22 May 2024 - 09:00	25 May 2024 - 12:15	25 May 2024 - 12:15	100
Summary: Submission Box Click on the blue icon to open and submit your work				
				 Refresh Submissions
Submission Title	Turnitin Paper ID	Submitted	Grade	
 <a href="#">View Digital Receipt</a> Test	2385562379	22/05/24, 13:13	--	 --



Congratulations, your  
Exam is uploaded !