

HOW TO SUBMIT WORKSHEETS

1



Download the CamScanner app on your mobile.

Kindly download the CamScanner application and on your mobile.

Available for free on both the Apple App Store & Google Play Store.

3



Repeat Step 2 Until All Pages of the Worksheet Are Taken.

Click on and **“Tap Camera to add new pages”**.

Repeat Step 2 until all pages of the worksheet are taken.

2



Launch CamScanner to Take Pictures of the Whole Worksheet.

Click on the **“Camera”** button on the bottom right and take a picture of the first page.

Adjust green marker to include all parts of the paper and rotate the worksheet to its proper orientation.

Click **“Next”**, choose filter as **“Original”** and click **“Save”**.

4



Save as PDF to Your Phone.

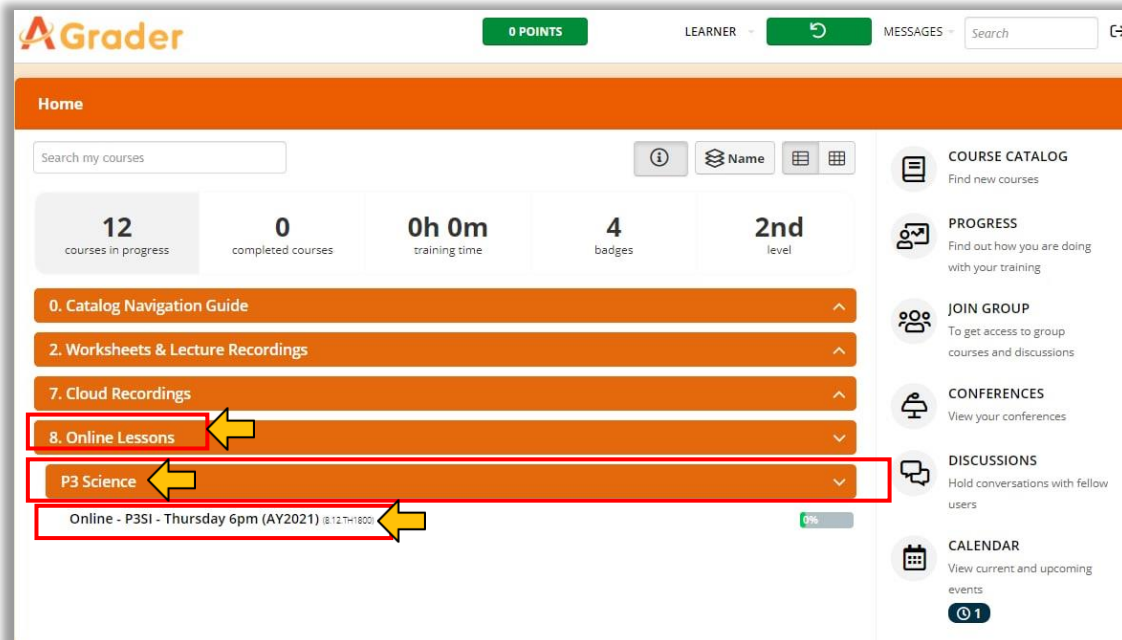
On the top right hand corner, click on the **“PDF”** logo, and click on **“Save to Local”**.

HOW TO SUBMIT WORKSHEETS

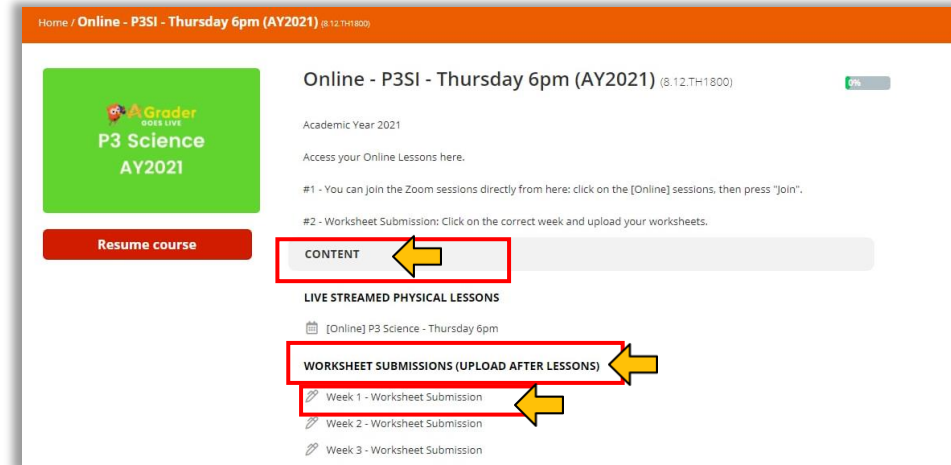
5 Login to <http://online.agrader.sg>

6 On the homepage, click on **8. Online Lessons**

7 Click on the **subject of the worksheet**.
E.g. Online – P3SI – Thursday 6pm (AY2021)



8 Under **CONTENT > WORKSHEET SUBMISSIONS >**, click on the **week of the worksheet** you wish to submit for.
E.g. Week 1 – Worksheet Submission



9 Click on the button **'Upload a file'** to upload the PDF file of your worksheet.

