

Name _____



Digital Fixes

Directions: Read the short process explanation about a digital task. Then create a **Common Mistakes** or **What to Avoid** section that helps the user complete the task correctly.

How To Upload A File To A Classroom Website

First, log in to your classroom website using your correct username and password. Next, find the assignment page and click the button labeled Upload File. Select the file you want to submit from your device. Last, press Submit and check for a message that confirms your upload.

Now add a **Common Mistakes** or **What to Avoid** section that would help someone avoid problems when uploading a file.

My Common Mistakes / What to Avoid Section: