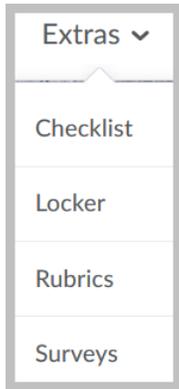




Extras

1. Extras lists optional tools: Checklist, Links, Locker, Rubrics, and Surveys
 - o Your instructor may not use these

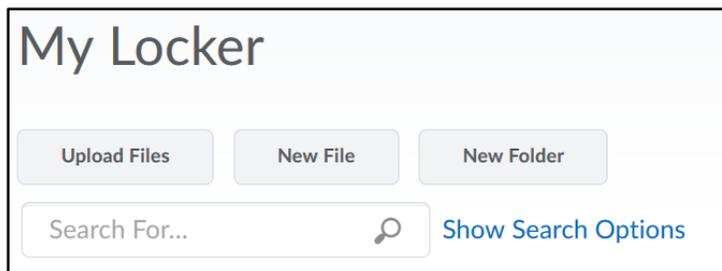


Checklist

1. May not be used in your class. Instructor may create these to indicate what has been completed in the course.

Locker

1. A storage tool to upload or create files within D2L.
 - o Useful if you do not have a memory stick/flashdrive/thumbdrive
 - o Holds up to 9.77 MB – not large – but large enough to create many documents



2. Upload Files is for existing files from either your computer or memory stick
3. Choose New File if you would like to create and store in the locker
4. New Folder will help you organize your files into categories of assignments

Rubrics

1. May not be used in your class. Rubrics are one way of grading assignments. If these are used in your class, they are likely associated with a tool like Discussions, Assignments, or Grades.

Surveys

1. May not be used in your class. Surveys can be used to assess knowledge without having a grade attached.