

Seesaw: Saving a Word Document as a PDF and Uploading to Seesaw

1) Save your File.

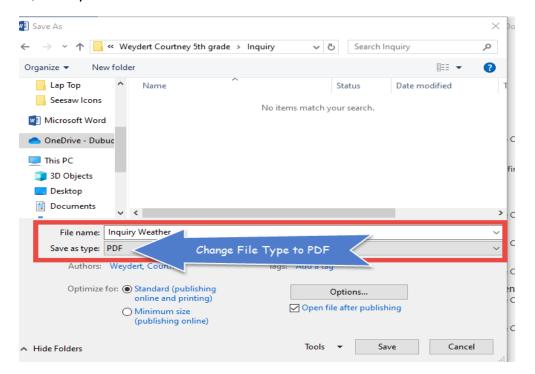
Click on File>Save As.

Click on OneDrive-Dubuque Community School District.

Click on Documents



2.) Save your file as a PDF



Lap Pop Directions

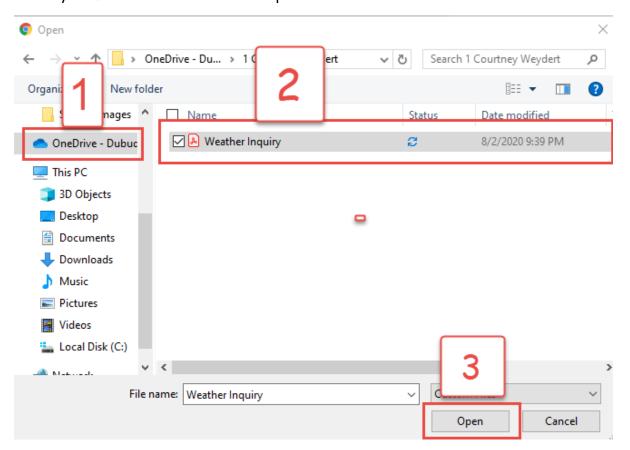




2.) Press on

3.) Click on Select from Computer

Find your file in OneDrive. Click on open



4.) Press on

to submit to your teacher.