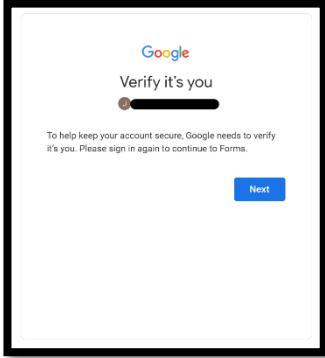


HOW TO SUBMIT?

1. Select ***SUBMIT NOW***
2. This will take you to **GOOGLE**. Sign into Google (please ensure you use your personal account and not your school account).



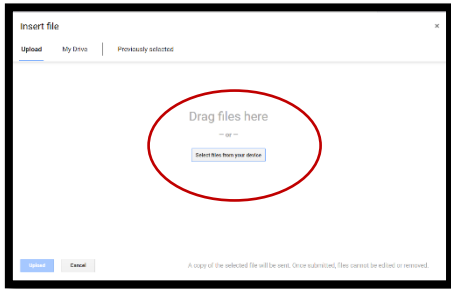
3. Once you have logged into Google, the submission form will automatically open. Complete the general information section to the form.

4. Read and agree to the Informed Consent Form.

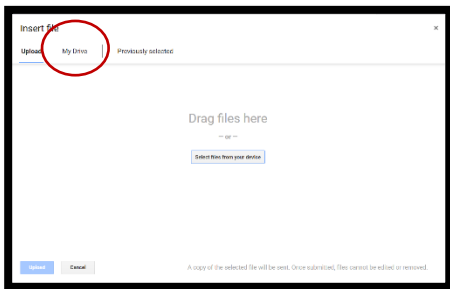
5. Move on to the next section – **SUBMIT HERE** and hit **ADD FILE**.

HOW TO SUBMIT?

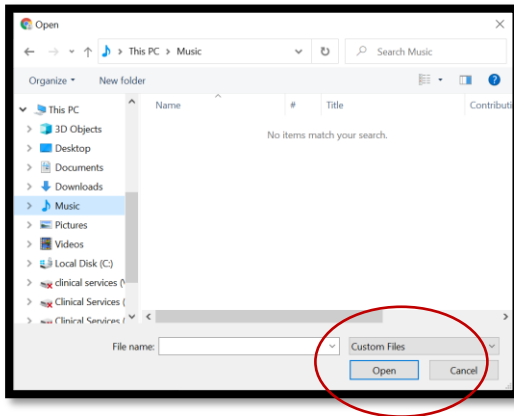
6. The following box will open. Drag file into box or click on **SELECT FILES FROM YOUR DEVICE**



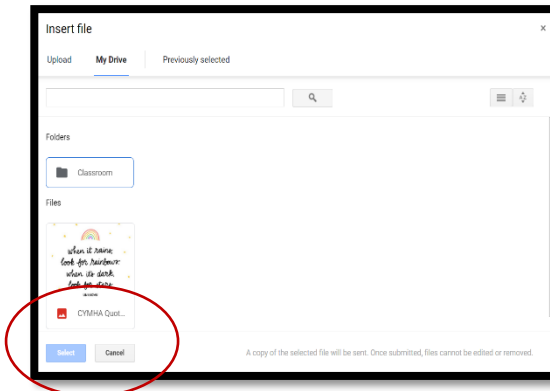
OR Click on **MY DRIVE** on the top menu and gain access to your google drive.



7. Select the file from your computer and hit **OPEN**

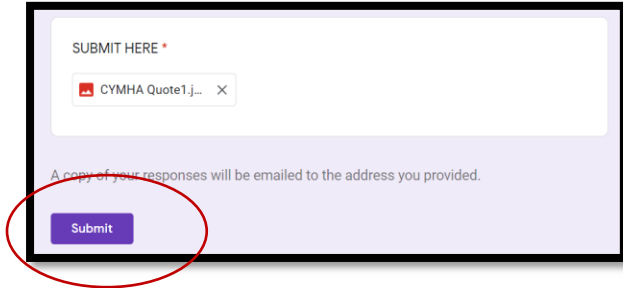


OR select the file from your drive and hit **SELECT**



HOW TO SUBMIT?

8. The file will be listed in the SUBMIT HERE box. Then hit the purple SUBMIT button at the bottom of the page



You will receive a confirmation email after you have completed your submission.