

How do I add a comment to a submission as a student?

You can add comments to a submission by opening an assignment from the Grades page. You can add text comments, media comments, or attach files. You may also be able to add emojis.

When adding a media comment, you can record or upload media. You can record media for any length of time, but shorter media recordings are recommended. If your media is longer than 15 minutes, you may want to consider recording and uploading using an external provider. Longer media recordings require more time to render and may be interrupted without a stable internet connection.

Notes:

- The Safari browser does not support recording media. Please use Chrome or Firefox to record media comments.
- Recorded media files are stored in the Uploaded Media folder of your User Files. Learn how to [view your user files](#).

<https://embed.app.guidde.com/playbooks/fcSx2gCrxk1q6QfLJHuZAY>

Embed this Video

Open Grades

Open Grades

In Course Navigation, click the **Grades** link.

Open Assignment

Open Assignment

Click the assignment title link.

Add Comments

[Add Comments](#)

In the Submission Details page, you can add comments to your assignment submission in the **Add a Comment** area [1]. You can add comments on group assignments. You may also be able to add emojis, attach a file, record a media comment, or upload a media file.

To submit a comment, click the **Save** button [2].

Add Group Comments

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If your group assignment submission is being graded as a group, all comments left on a group assignment submission are sent to the instructor and the whole group [1].

If your group assignment submission is being graded individually, you have commenting options. To send your comment to your instructor, select **Send comment to instructor only** [2]. To send your comment to your instructor and the whole group, select **Send comment to the whole group** [3].

Add Emoji

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If enabled by your instructor, you can add emojis to submission comments.

To select an emoji, click the **Emoji** icon [1].

To use a recently used emoji, click the emoji from the recently used menu [2].

Attach File

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To attach a file as a comment, click the **Attach File** link [1]. Click the **Choose File** button [2]. Select a file using your browser's file selection process.

Note: To upload multiple files, click the Attach File link again.

Save File

View the name of your file [1].

To save the file as a comment, click the **Save** button [2].

Add Media Comment

[View Annotated Comments](#)

On the Submission Details page, click the **Media Comment** link.

Open Record Media

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By default, the **Record Media** tab displays in the Studio Capture window.

Select Mic and Webcam Options

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The media recorder connects to your computer's default microphone and web cam.

To change your microphone settings, click the **Mic** button [1]. Then select from the displayed options [2].

To change your webcam settings, click the **Webcam** button [3]. To disable video recording, select the **No Video** option [4].

Record Media

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Click the **Start Recording** button. A count down begins.

Finish Media Recording

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The media recorder displays the length of your current recording [1].

To restart your recording, click the **Start Over** button [2].

To finish your recording, click the **Finish** button [3].

Preview and Save Media

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To preview your recorded media, click the **Play** button [1].

To title your media, enter a title in the **File name** field [2].

To save your recorded comment, click the **Save Media** button [3].

View Media Comment

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Your recorded media comment displays on the Submission Details page [1].

To view the recorded media, click the **Play** button [2].

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