

How to Submit Your COVID-19 Test to the Indiana Academy March 2021

1. Log in to your Canvas (<https://indianaacademy.instructure.com>) student account using your BSU credentials.
2. Go to your Dashboard and go to the course titled **COVID-19 Test Result Submission – Spring 2021**.
3. Once in the course, you will see one assignment titled **Submit Your Spring Break COVID-19 Test Here**. Click on the assignment link.

☰ COVID-19 Test Result Submission - Spring 2021 > Modules

The screenshot shows the Canvas course dashboard for 'COVID-19 Test Result Submission - Spring 2021'. On the left, there is a navigation menu with 'Home', 'Assignments', and 'Grades'. The main content area shows a list of assignments, with 'Submit Your Spring Break COVID-19 Test Here' (due Mar 14, 0 pts) highlighted in blue. A large black arrow points upwards to this assignment. On the right, there are buttons for 'View Course Stream', 'View Course Calendar', and 'View Course Notifications', and a 'To Do' section listing the same assignment.

4. Read through the instructions and when you are ready to submit your test result, click the **Submit Assignment** button.

☰ COVID-19 Test Result Submission - Spring 2021 > Assignments > Submit Your Spring Break COVID-19 Test Here

The screenshot shows the assignment page for 'Submit Your Spring Break COVID-19 Test Here'. At the top, a light blue banner states 'This assignment does not count toward the final grade.' Below this, the assignment title is displayed in large text. A red 'Submit Assignment' button is visible on the right, with a large black arrow pointing left towards it. The assignment details show 'Due Mar 14 by 4pm', 'Points 0', and 'Submitting a file upload'. The main content area contains instructions for students regarding COVID-19 testing requirements during spring break.

All Indiana Academy students traveling **outside** of Indiana during spring break are required to submit the results of COVID-19 test before returning to the residence hall on March 14. NECP students attending classes in-person must also submit a COVID-19 test if they traveled **outside** of Indiana.

The COVID-19 tests must be a diagnostic test which is a PCR or antigen test. Fast tests are acceptable. Antibody tests will not be accepted. The FDA has not authorized the use of antibody tests to diagnose COVID-19 and the CDC does not recommend using antibody

5. Use the **Browse** button to select your COVID test result file. Click the **Submit Assignment** button to submit your COVID test result file.

Select file using Browse button

File Upload Box Google Drive

Upload a file, or choose a file you've already uploaded.

File: covid19-1600x900.jpg

[+ Add Another File](#)

Comments...

Submit your COVID test file here

6. If the submission was successful, you will see a notice stating the file was submitted and the name of the file submitted.

[COVID-19 Test Result Submission - Spring 2021](#) > [Assignments](#) > [Submit Your Spring Break COVID-19 Test Here](#)

[Home](#)
[Assignments](#)
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Submit Your Spring Break COVID-19 Test Here

Due Mar 14 by 4pm **Points** 0 **Submitting** a file upload

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Submission

✓ **Submitted!**
Feb 26 at 4:27pm
[Submission Details](#)
[Download Spring Break Update.docx](#)

Comments:
No Comments

