# iPad Schoology Submission Troubleshooting

Please follow the following steps if you are unable to submit to Schoology from your school district issued iPad.

1. Follow all connectivity steps, and additionally, check your wifi connection to ensure low data mode is not on. You can check this in Settings> WiFi> >Connected network name< >Low data mode should be toggled off (not green)
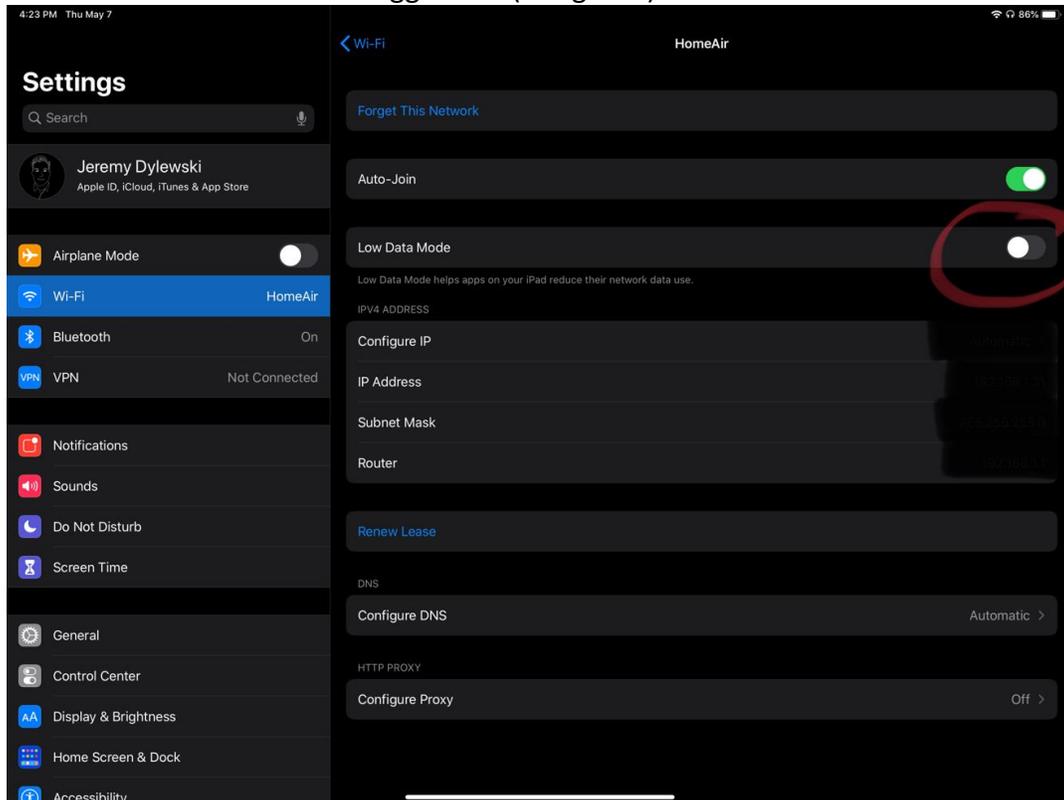
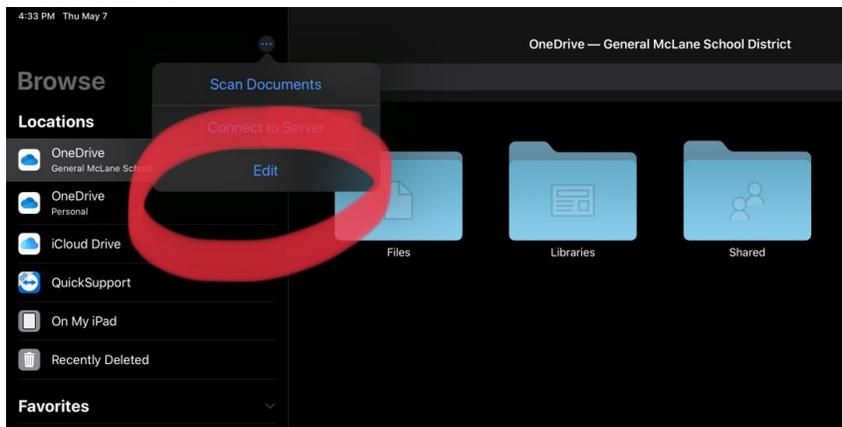2. Make sure you have installed the Google Drive app from self-service.

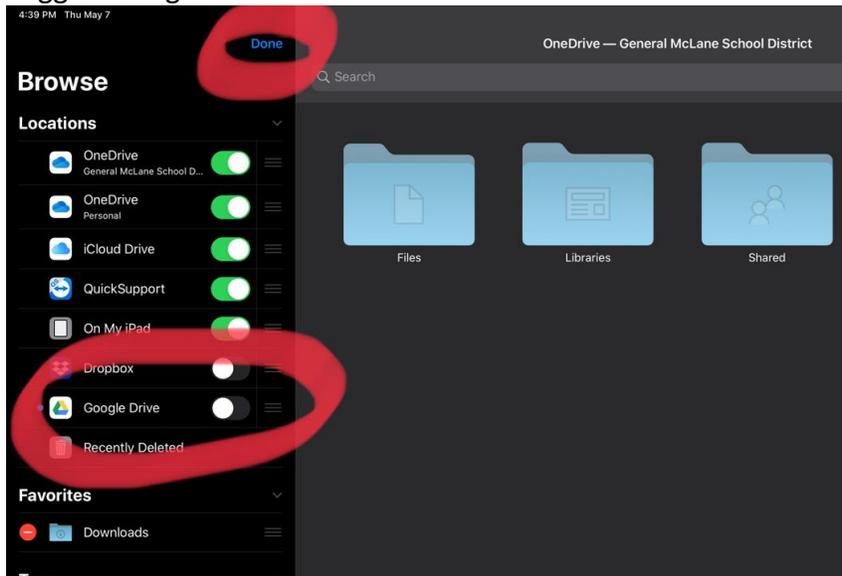3. Add Google Drive to your Files app
   a. Launch the files app

   b. Click the ellipsis "…" in the Browse pane on the left.
   c. Choose "Edit"
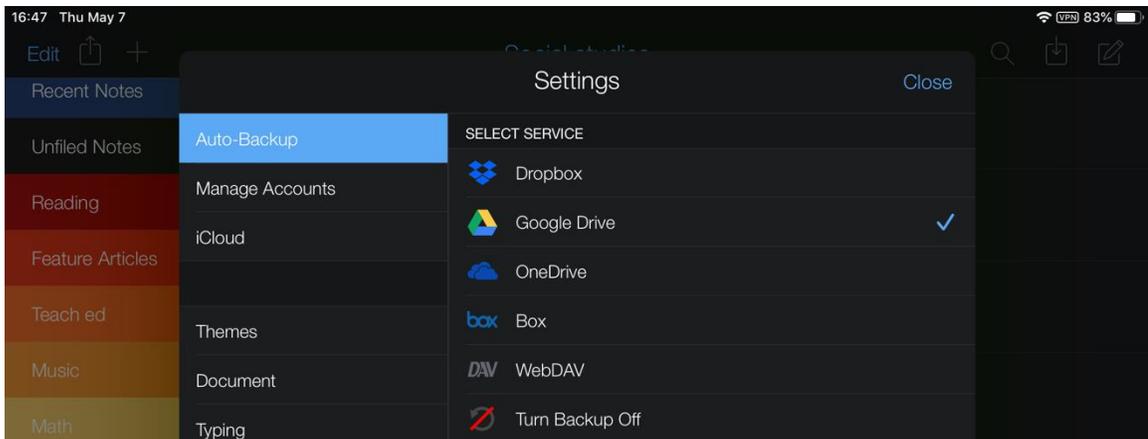

   d. Toggle "Google Drive" On

4. Set your notability to back up to your Google Drive.
   a. Launch the Notability App

   b. Click on the gear in the lower left and access the settings page.
   c. Select Auto Back up, Choose Google Drive, and select PDF as your filetype.

5. When you save/send your files from Notability, Save them to Google Drive.
6. To Submit, from the Schoology app:
   a. Navigate to the assignment
   b. Click on the plus button
   c. Select Submit from "IOS resources"
   d. Choose Browse
   e. Select Locations
   f. Choose Google Drive
   g. Select your file
   h. Click "Submit"
7. To Submit from https://schoology.generalmclane.org
   a. Navigate to the assignment
   b. Click on the submit button
   c. On the Upload tab of the pop-up window
   d. Select the greyed out folder icon
   e. Choose browse to open the file selection window
   f. Choose browse again at the bottom of that window
   g. Select locations at the top of that window
   h. Choose your Google Drive
   i. Select the proper file
   j. Upon selecting the file, the files browser will close, returning you to the upload popup
   k. Once your selected file has loaded, click the red submit button.