



How to Recall Submitted Work on Tk20

1.

If you submit work that you weren't ready to, you have the option to recall it **if it has not been assessed**.

Start by logging into Tk20.



(The Recall button)

2.

For *normal assignments*, click on **Courses**, > **Coursework** > **Assignments**. Locate the assignment you're looking to recall. Select the check box, then click on Recall.

Courses > Coursework > Assignments

ASSIGNMENTS

<input type="checkbox"/>	Title	Type
<input checked="" type="checkbox"/>	201709 Childhood Literacy Assessment Project	Assignment
<input type="checkbox"/>	201709 Childhood Education Professional Educator Project	Assignment

3.

For *Course Binders*, go into **Courses** > **Coursework** > **Course Binder**. Select the Course Binder you're looking to recall. Select the check box, then click on Recall.

COURSES

COURSES

COURSEWORK

Assignments

Course Binders

Observations

Note: If you are unable to recall your assignment or Course Binder, please contact an administrator for help in reopening your submitted work for editing.



For further assistance, please email tk20@oswego.edu.