Soar Valley College
A SPECIALIST MATHS AND COMPUTING COLLEGE

Uploading written work using your phone

ASPIRE ENJOY ACHIEVE
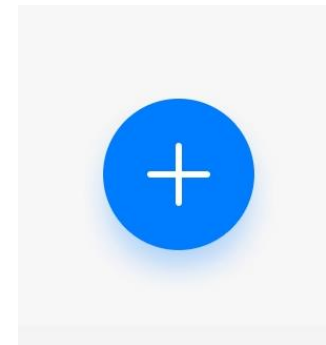
Android devices

Step 1 – Open the note pad app

Notepad

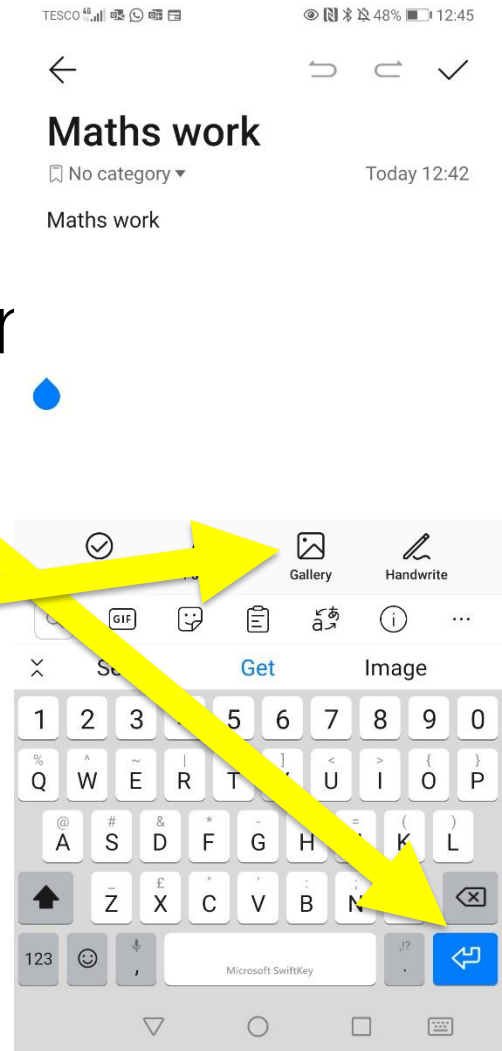Step 2 – Create a new note
and give your classwork a title.

Android devices

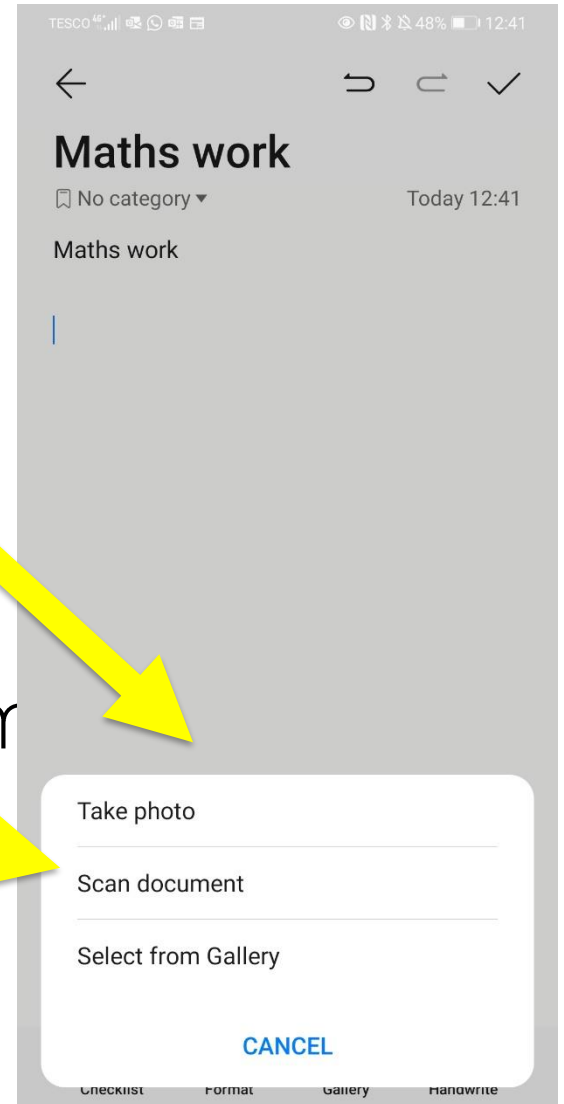Step 3 – Use the enter key to start a new lir

Step 4 –Then click on Gallery

Android devices

Step 5 – This will bring up these options

Step 6 – Now you can click on Scan docum
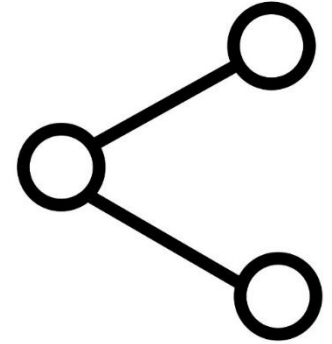
Take a photo of your work and click ok.

Repeat as necessary

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Maths work

No category ▾   Today 12:41

Maths work

Take photo

Scan document

Select from Gallery

CANCEL

Checklist   Format   Gallery   Handwrite

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Android devices

Step 7 – Click on the share icon

Step 8 – Then select the relevant email icon

Click on 'more' and find the Microsoft Outlook icon

Outlook