# How to make sure you submit your assignment on time!

**Tip #1:**

<u>Make sure you know when the deadline is!</u>

Sounds pretty easy to do but if you do not know when you assignment is due then you will not know when to submit it.

**Tip #2:**

<u>Set a time aside every week to do your assignment</u>

If you do not set time aside to do your work, you may forget about it and not meet the deadline.

**Tip #3:**

<u>If you know in advance that you will not be able to submit the assignment on the or before the deadline, tell your teacher.</u>

Your teacher may be able to have you submit it later so you do not get points taken off. But if you do not ask then you will get points off.

Things to remember:

- Deadlines are made for a reason, it is not just a date that teachers make up, Teachers make these deadlines so they can great you assignment in enough time to give you a grade before you next assignment is due.

- Deadlines are not online a thing teachers have, when you get a job in the real world there are also deadlines

- If you have the work done and you are 100 percent confident about your work, you can always submit your assignment before the deadline!

Deadlines can creep up on you so make you are prepared! I hope this helped you on making you you submit your assignments on time!

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