

Assignment Dropbox

Overview

This system aims to replace the Computer Science EC dropbox with one that saves to SONAS and is linked to Cecil. It is not specific to Computer Science and can be made more widely available to the University.

It allows staff to create dropboxes, and configure submission rules indicating files that are required or prohibited in the submission. Students are able to submit multiple files and these are saved where staff can access them. Students are provided with a receipt to confirm their submission.

Accessing the System

The URL is: **adb.auckland.ac.nz**. Authentication is performed by Cecil, so the credentials provided to the login page are the same ones as used for Cecil.

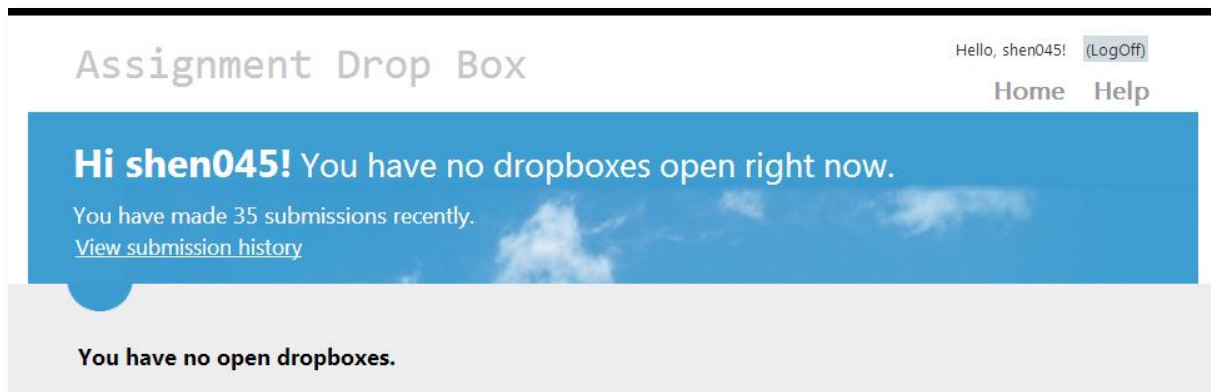
Contents

Assignment Dropbox Student Views.....	2
Home Page	2
Submit Page	3
Submission Receipt.....	5
Assignment Dropbox Staff Views.....	7
Home Page	7
Submit On Behalf of a Student.....	7
Creating a Dropbox.....	8
Dropbox Details	11
Editing a Dropbox	12
Submission Rules	13
Viewing Submissions	15
Download.....	15
Extensions.....	18
View History.....	18
Student View	19
Accessing the Submitted Files	20

Assignment Dropbox Student Views

Home Page

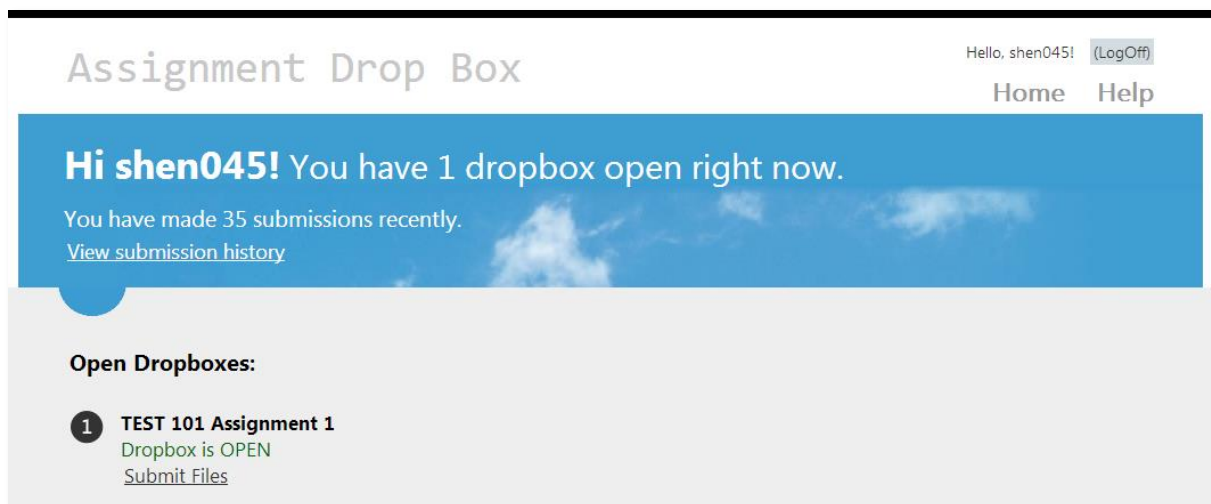
When a student logs on and has **no open dropboxes**, they will see this screen:



The *View submission history* link is only visible if the student has made at least one submission.

Open Dropboxes

If there are **open dropboxes**, the page will look like this:



This page lists all currently open dropboxes in courses the person logged in has access to (either as student or staff).

Non-Open Dropboxes

There are two circumstances in which students might see a **non-open dropbox**:

1. If the dropbox has been configured to have different due and close dates (i.e. to allow late submissions).
2. If that student has been granted an individual submission extension.

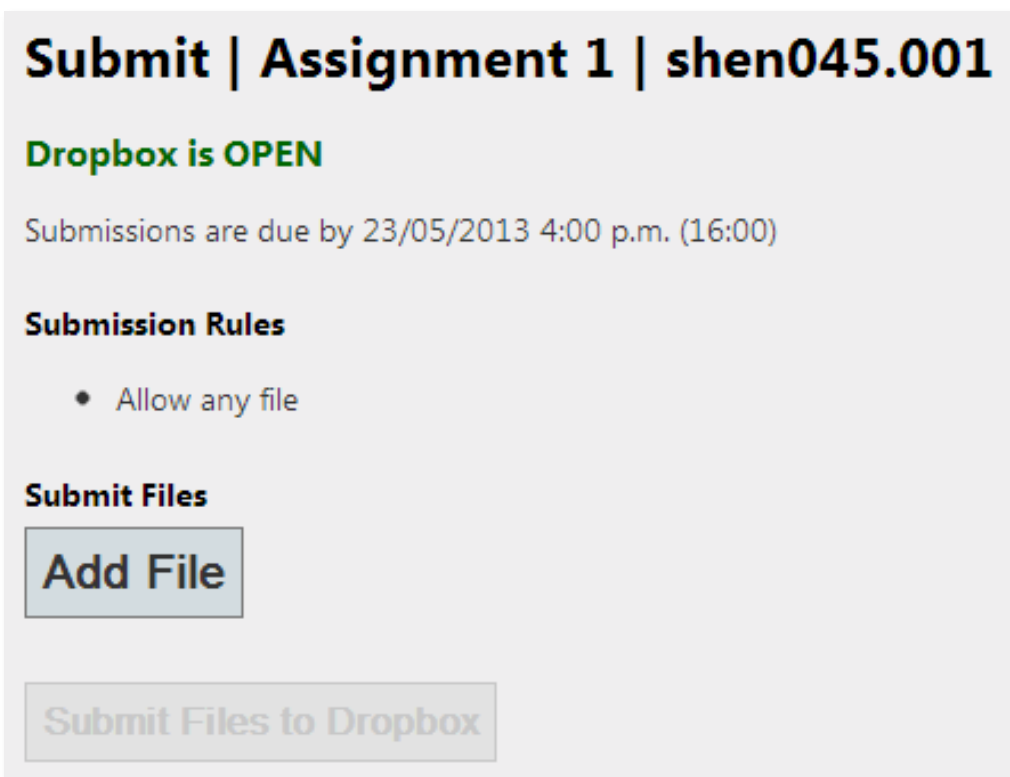
A non-open dropbox will appear like this:



1 TEST 101 Assignment 1
Due date has passed but dropbox is OPEN for late submissions
[Submit Files](#)

Submit Page

The Submit Files page is available to anyone in a course in Cecil, whether in the Lecturer, Course-Coordinator, Tutor or Student roles. This allows staff to test to submission interface.



Submit | Assignment 1 | shen045.001

Dropbox is OPEN

Submissions are due by 23/05/2013 4:00 p.m. (16:00)

Submission Rules

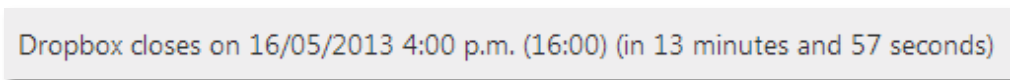
- Allow any file

Submit Files

Add File

Submit Files to Dropbox

It shows the current Dropbox status (open, or past due but accepting submissions). The time is shown in both 12 hour and 24 hour notations. If it is within one hour of the due time, the page will show a live countdown.



Dropbox closes on 16/05/2013 4:00 p.m. (16:00) (in 13 minutes and 57 seconds)

The submission rules are displayed so the student understands what to submit.

This page is not available for an assignment that has closed (unless the student has an extension). Instead, the student will see a Dropbox Closed message:





Sorry! Dropbox Closed

The Dropbox for **TEST 101 Assignment 1** closed at **27/02/2013 5:30:00 p.m.**

[View your submission history](#)

File upload

Students choose their files by clicking the **Add File** button and selecting their file. Selected files are displayed in a list (note that some browsers are not able to display the file size):

	test1.java	1 kB	<input type="button" value="Remove"/>
	task1.txt	1 kB	<input type="button" value="Remove"/>
	task2.txt	1 kB	<input type="button" value="Remove"/>
	task 3.txt	1 kB	<input type="button" value="Remove"/>




Students can click remove to remove any files they added by mistake.

The file names are checked before upload to make sure they are allowed by the submission rules, and a check is performed to ensure that all required files are present.


However, final validation is not performed until the files are actually uploaded. In particular, the submission could still fail if file size

limits are breached, as only Chrome is able to access that information before upload.

Invalid files are shown as either errors or warnings, depending on the problem.

	test1.java	1 kB		<input type="button" value="Remove"/>
	task2.txt	1 kB	task2.txt did not match any rules for allowed files.	<input type="button" value="Remove"/>
	task 3 final formatted.pdf	1 kB	task 3 final formatted.pdf is disallowed.	<input type="button" value="Remove"/>

If required files are missing, the details of the rules are shown to the students:

 **Required file not present. (Rule: Require a .txt file).**

The submission interface relies on JavaScript. If JavaScript is turned off, instead of this interface, students will see 10 ordinary file chooser controls, and all validation will be performed on the server.


Submission Receipt


After submission, the student will see a receipt which indicates whether the submission succeeded or failed. There are two parts to the check – one is whether the files met the submission rules, and secondly, whether the files were successfully saved. The first is within the student’s control, the second is not. “Submission not saved” will indicate a system problem.

Submission Receipt #37 - SUCCESS

Submission Received at 27/02/2013 3:50:01 p.m.

Submitted to: shen045.001.Y.K.2013 | TEST 101 Assignment 1

 All submission rules met

 Submission saved successfully

Submitted Files

test1.java	<1 kB	0DE0309AB3128915D425ECE3273CA650	Download
------------	-------	----------------------------------	--------------------------

Submission Rules

- Require a .java file
- Disallow any .pdf file

[View Submission History](#) | [Submit to Another Dropbox](#)

If any files were not saved (i.e. because additional non-allowed files were submitted), a message will be added to the receipt and the file will be listed as not saved.

For the files that were saved successfully, a checksum for each file is shown along with a Download link. The Download link will be available to the student for their most recent submission only.

It gives them the ability to view the details of each file submitted and download it to check the content.

Staff can also view this link for all submissions.

A failed submission will be clearly indicated to the student, along with a message indicating which rules were broken.

Download Submitted File

Filename: test1.java
File size: <1 kB
Checksum: 0DE0309AB3128915D425ECE3273CA650
Submitted to TEST 101 Assignment 1 on 27/02/2013 3:50:01 p.m.


Download this file


|

Submission Attempt #93 - FAILED

Submission attempted at 7/05/2013 8:06:43 a.m.

Submitted to: SHEN045 001 Assignment 2

 **Submission rules not met**

 **Submission not saved**

Try Again

Submission Message

Rules broken:

Required file not present. (Rule: Require a .jpg file).

Submitted Files

blank-screen.png	47 kB	Not saved
vacancies.java	<1 kB	Not saved
task1.txt	1 MB	Not saved

Submission Rules

- Allow any file
- Require a .jpg file
- Require a .java file
- Require a .txt file

[View Submission History](#) | [Submit to Another Dropbox](#)

An email message is also sent to the student with the same information.

Assignment Dropbox Staff Views

Home Page

If you are a Dropbox Administrator, you will see the following section below the student view:

You are a dropbox administrator!

Active Dropboxes:

- 1 Assignment 1 | shen045.001**
Due date has passed but dropbox is OPEN for late submissions (7 submissions received from 8 attempts)
[View Dropbox](#)
- 2 Assignment 2 | shen045.010**
Dropbox is OPEN (2 submissions received from 2 attempts)
[View Dropbox](#)
- 3 Project | shen045.010**
Dropbox is CLOSED (0 submissions received from 0 attempts)
[View Dropbox](#)

Other Tasks:

- + Create a new dropbox**
Open a new dropbox for an assignment.
[Create Dropbox](#)
- ☰ View History**
View all closed dropboxes from earlier this semester. From each, you can view the student submission history.
[View closed dropboxes](#)
- 🎓 Student View**
See exactly what your students see. To return to the admin view, click the 'Exit Student View' link that will appear on the navigation menu on the top right.
[Switch to Student View](#)

Dropbox Administrator status is determined by permissions in Cecil. Anyone can administer dropboxes in courses for which they have any of the staff roles: Lecturer, Course Coordinator, Tutor or Marker role. Note that only Lecturers & Course Coordinators have access to the files in SONAS.

Submit On Behalf of a Student

The Submit page has an additional feature available for anyone with a Lecturer or Course-Coordinator role. It will allow the staff member to make a submission on behalf of a student. This can be done by ticking the Submit on Behalf box and entering the student's UPI. If the UPI does not exist in that course, an error message will be displayed.

<p>Submit on behalf of student</p> <p><input type="checkbox"/> Submit on behalf of student?</p> <p>Student UPI: <input type="text"/></p> <p>Submit Files</p> <p>Add File</p>	<p>Submit on behalf of student</p> <p><input checked="" type="checkbox"/> Submit on behalf of student?</p> <p>Student UPI: <input type="text" value="jdoe001"/></p> <p>Submit Files</p> <p>Add File</p>
---	--

If the submission is successful, it will send an email to the student and appear to the student in their history as though they had submitted it themselves. The only difference will be a line in the messages section which states that it was submitted on their behalf.

Creating a Dropbox

Click the *Create Dropbox* link on the homepage.

+ **Create a new dropbox**
Open a dropbox for an assignment and configure the submission rules.
[Create Dropbox](#)

This will show the page below.

Create

Course
 Select Course ... *Course is required.*

Cecil Activity
 Select Activity ... *Optional. If selected, fields below will be pre-filled.*

Name

Name is required. Eg. TEST 101 Assignment 1, TEST 302 Final Project

Description

Optional. This can include any instructions or reminders for students when they are submitting.

Dropbox Opens
 The dropbox will not be visible to students before this time.

Submissions Due
 This is the due time that will be shown to the students.

Dropbox Closes
 The dropbox will not accept submissions or be visible to students after this time.

The **Course** list is filled with a list of all courses in Cecil for which you are a Lecturer or Course Coordinator.

Choosing a **Cecil Activity** is optional. If you have set up activities in Cecil, you can choose one here to have the name and dates automatically populated. If you have no activities set up in Cecil, you won't see the dropbox at all.

The description will be visible to students when they are submitting, so can contain reminders about the submission format.

The dropbox can have separate due and close dates. The due date is the one that will be shown to students while the dropbox is open. Once it has passed, the dropbox will be shown as past due but will still accept late submissions until the close date. After the close date, nobody can submit to the dropbox and students will not be able to see it in the list.

Choosing the dates and times is done by way of a pop up:

The **due date** and **close date** must be after the open date.

Once you have entered a name and dates, click *Create* and the dropbox will be created. You will be taken to the Dropbox Details screen.

The image shows a mobile interface for selecting a date and time. At the top, it displays 'October 2012'. Below this is a calendar grid with days of the week (Su, Mo, Tu, We, Th, Fr, Sa) and dates (1-31). The date '15' is highlighted. Below the calendar, there are sliders for 'Time', 'Hour', and 'Minute'. The 'Time' slider is set to '04:00 pm'. The 'Hour' slider has markers for 12a, 04a, 08a, 12p, 04p, and 08p. The 'Minute' slider has markers for 00, 10, 20, 30, 40, and 50. At the bottom, there are 'Now' and 'Done' buttons. Below the interface, a text box contains the selected date and time: '16/10/2012 04:00 pm'.

Dropbox Details

This page can be accessed at any time by clicking *View Dropbox* on the home page.

Assignment 1 | shen045.005



Dropbox is OPEN

Created 15/05/2013 10:32 p.m. (22:32)

Opens 15/05/2013 10:29 p.m. (22:29)

Due 16/05/2013 11:00 p.m. (23:00)

Closes 30/05/2013 11:59 p.m. (23:59)

Path (Windows) \\files.auckland.ac.nz\sci_adb\Test\2013\shen045.005.Y.K\IE-Test

Path (Mac OS) smb://files.auckland.ac.nz/sci_adb/Test/2013/shen045.005.Y.K/IE-Test

[Edit Dropbox](#) (Name, Description or Dates)



Submission rules

1 submission rule has been configured.

[Manage Rules](#)



Submissions

0 submissions have been received from 0 attempts

[View submissions](#)



Download

Zip and download submissions

[Download submissions](#)



Extensions

0 extensions given

[Give extension](#)



Delete Dropbox

[Delete Dropbox](#)

This shows a summary of the dropbox dates – the path to where the files are being stored on SONAS, and shows information about the submission rules, submissions and extensions given. There is an option to delete the dropbox only if no submissions have been made.

Editing a Dropbox

Clicking the *Edit Dropbox* link on the details page displays the edit screen. The edit screen is identical to the create screen, except that the course cannot be changed and there are two optional features that can be enabled: Close Date Visibility and Special Zip File Handling.

Close Date Visibility

Close Date Visibility

DateAndTime



*Determines whether the **Dropbox Close** date and time is visible to students after the **Submission Due** date has passed. Not that the **Submission Due** date and time will always be shown to the students.*

This option determines what happens in the following circumstances:

- The Dropbox Close Date is set later than the Submissions Due date, AND
- The Submissions Due date has passed

If set to **DateAndTime** (the default), students will see this:

Due date has passed but dropbox is OPEN for late submissions

Dropbox closes on 31/12/2013 2:30 a.m. (02:30)

If set to **DateOnly**, students will see this:

Due date has passed but dropbox is OPEN for late submissions

Dropbox closes on 31/12/2013

If set to **None**, student will see this:

Due date has passed but dropbox is OPEN for late submissions

Note that before the Submissions Due date, the students will only see the Submissions Due date, which will always be shown with date and time.

Special Zip File Handling

Special Handling for Single Zip Files


If enabled, when a student submits a single zip file, the contents will be extracted and each file inside will be validated separately.

If special handling for zip files is turned on (it is off by default), then instead of submitting multiple files one by one, students can zip them all up and upload it as a single file. The system will then unzip it and apply the submission rules to each file inside.

When unzipped after submission, all folder structure will be ignored, exactly as if the students had uploaded the files one by one. This means that any folder structure the students may have included will not interfere with marking scripts.

The special handling is applied only if the submission consists of a single .zip file. If more than one file is found in the submission, it is treated as an ordinary submission: Zip files will only be saved if there is an allow or require rule for them, and they will be saved intact, not extracted.

If this rule is turned on, client-side validation cannot be performed and the students will get the following message:

 submission.zip 1 MB Zip files cannot be checked until the file is submitted [Remove](#)

Submission Rules

A dropbox initially has 1 submission rule, which will accept any file. You can configure the submission rules by deleting this rule and replacing it with more restrictive rules. A dropbox has to have at least one submission rule to allow or require files; otherwise it will not be able to accept any submissions.

Submission rules come in three kinds:

- **Require.** The submission will be rejected if there are no files matching this rule.
- **Allow.** Files matching this rule will be saved. The submission will still be saved if there are no files matching this rule.
- **Disallow.** The submission will be rejected if there are any files matching this rule.

Note that if there are files that do not match any rules, they will not be saved. The submission will be counted as valid, but the student will be given a warning that there were files not specifically matching any rule and that were not saved.



Submission rules

3 submission rules have been configured.

[Manage Rules](#)

Click *Manage Rules* to view and edit all the rules for a dropbox.

Submission Rules | TEST 101 Assignment 3

Description	Rule Type	Match Pattern	Case sensitive?	Limit number?	Limit size?	
Require a .java file	Require	^.*\.java\$	No	No	No	Edit Delete
Require a file called readme.txt	Require	^readme.txt\$	No	No	No	Edit Delete
Allow any .pdf file	Allow	^.*\.pdf\$	No	No	No	Edit Delete

[Add Submission Rule](#)

[Back to Dropbox](#)

The interface for adding a new rule and editing an existing rule are the same:

Edit Submission Rule | TEST 101 Assignment 3

Description

Require a .java file

Plain language description of the rule. This is what students will see when submitting. For example, "Require one .pdf file", "Allow any .java files" or "Disallow .exe files".

Type of rule

Require

Pattern to match

^.*\.java\$

Regular expression to match the names of submitted files.

For example, `^.*\.txt$` would match all .txt files and `^assignment1.java$` would match only a file named assignment1.java

[More Examples](#)

- Case sensitive
- Limit the size of the submitted files
- Limit the number of submitted files

Save | [Cancel](#)

Submission Rule Templates

Clicking a template below will fill in the form for you

- [Require a .java file](#)
- [Require a .jar file](#)
- [Require a .class file](#)
- [Require a .pdf file](#)
- [Require a .txt file](#)
- [Require a .docx file](#)
- [Require a file called readme.txt](#)
- [Allow any file](#)
- [Allow any .java file](#)
- [Allow any .jar file](#)
- [Allow any .class file](#)
- [Allow any .pdf file](#)
- [Allow any .txt file](#)
- [Allow any .docx file](#)
- [Allow any .zip or .7z file](#)
- [Disallow any .exe file](#)
- [Disallow any .class file](#)

On the right are templates – clicking one will fill in the fields with the correct regular expression.

The description should be a plain language expression of the rule – this is what the students will see. The Pattern to match field is a regular expression. Click the *More Examples* link for a separate page with some more examples of valid regular expressions.

There are also options to make the check case sensitive, and to put limits on the size and number of files. Regardless of the rules set up here, there is also a global size limit of 128mb in total for files in a single submission.

Viewing Submissions

A summary of submission attempts & receipts is shown on the View Dropbox page.



Submissions

29 submissions have been received from 30 attempts
[View submissions](#)

Clicking on *View submissions* shows the Submission page.

The submission list can be filtered in the following ways:

1. Show all submissions or only show latest submission for each student
2. Order by either submission date or UPI
3. Include failed attempts in the list, or only show successful submissions

Submissions | SHEN045 001 Assignment 2

Filters

Show: All submissions Latest submission for each student
Order by: Submission date Student UPI
 Include Failed Attempts

Refresh

The submission receipt displayed to the student can be accessed from here by clicking *View details*.

Student	When Submitted			
jdoue999	27/02/2013 3:50:01 p.m.	valid		View details
astu123	27/02/2013 3:48:09 p.m.	invalid	submission error	View details
jblo001	15/02/2013 7:38:14 p.m.	valid		View details

Download



Download

Zip and download submissions
[Download submissions](#)

Clicking on *Download submissions* brings you to the Download page:

Download All Submissions | SHEN045 001 Assignment 2

You can access all submitted files at **C:\sci_adb\2013\shen045.001.Y.K\TEST 101 Assignment 2**

You should only download the submitted files from this page if you are unable to access the folder above.

If you want to check on an individual student's submission, you can do that by clicking on *View Details* next to that submission on the [Submissions List](#) page.

Zipping up the submissions for download may be **slow**, especially if you have a large class, large files in the submission, or many files in each submission.

You should only do this after the dropbox is **closed** and not during a time when a lot of students are submitting to other dropboxes.

The download will include only the **most recent** submission from each student.

Generate a zipped file with all submissions

This will create a new zip file containing the most recent submission for each student.

Once the file is generated, this page will reload and you will see the download link above.

[Generate Zip File With All Submissions](#)

Generate a zipped file with selected submissions

[Select Submissions To Download](#)

[Back to Dropbox](#)

If no download files have been generated, the page looks like the above. There are two links to generate zip files for download. *The Generate Zip File With All Submissions* button will generate a file with submissions from all students. Only the most recent successful submission from each student is included. *The Select Submissions To Download* page will allow submissions to be selected for download:

Select Submissions For Download | Assignment 1 | shen045.001

[Order by UPI](#) | [Order by Date Submitted \(descending\)](#)

Select the submissions you want to include and click generate. Once the file is generated, you'll be redirected to the download page.

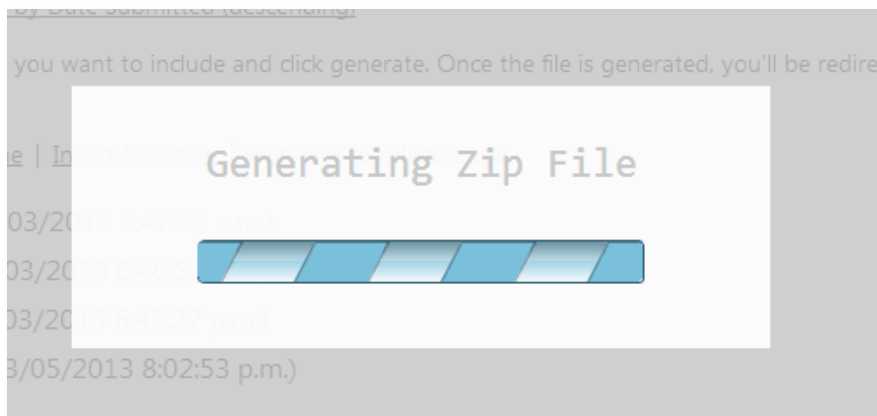
[Select All](#) | [Select None](#) | [Invert Selection](#) | Shift-click to select range

- fanc999 (7/03/2013 6:47:55 p.m.)
- jack333 (7/03/2013 6:46:51 p.m.)
- jblo111 (7/03/2013 6:45:27 p.m.)
- shen045 (13/05/2013 8:02:53 p.m.)

Generate Zip File With Selected Submissions | [Cancel](#)

This screen allows submissions to be selected using checkboxes. Only checked submissions will be included. There are options to Order by UPI or Order by Date (note that these refresh the page and will reset any selections made). There are also options to select all, select none, invert selection and it is possible to select a range by clicking the first item, then holding shift and clicking the last item.

Once the Generate button is pressed, the file is created:



It then becomes available for download on the main download page:


Download zipped submissions file

The following zip files are available to download:

- shen045.001.Y.K.2013-Assignment-1-all-submissions-2013-05-16-04-46.zip [Download](#)
- shen045.001.Y.K.2013-Assignment-1-selected-submissions-2013-05-16-04-46.zip [Download](#)

Extensions

A count of extensions given is shown on the dropbox details page.

**Extensions**
1 student was given an extension
[View extensions](#) [Give extension](#)

Clicking on *View extensions* will show a list of all extensions and allow them to be edited or deleted.

Extensions | TEST 101 Assignment 1

Submissions are **due** on 27/02/2013 7:00:00 p.m. and dropbox **closes** on 27/02/2013 7:00:00 p.m.

1 students were given extensions

- **shen045** is extended until **27/02/2013 8:00:00 p.m.** [Edit](#) [Delete](#)
Reason: Because.

[Give extension](#)

Clicking on *Give extension* will allow a new extension to be granted.

If you give a general extension *after* giving an individual extension, the student's extension date may be automatically updated, if it would now be earlier than the dropbox deadline. I.e., a student can't have an 'extended' date that is earlier than the due date for the dropbox.

Give Extension

Student NetID/UIP

Extended Due Date


31/10/2012 09:00 am

Dropbox Closes: 31/10/2012 9:00:00 a.m.

Reason for Extension

View History

Dropboxes that closed more than 3 days ago will disappear from the Active Dropbox list on the home page. They can still be accessed for the rest of the semester from the *View closed dropboxes* link on the home page.

**View History**
View all closed dropboxes from earlier this year. From each, you can view the student submission history.
[View closed dropboxes](#)

Student View

If you want to see the Dropbox system as students do, click the *Switch to Student View* link at the bottom of the home page.

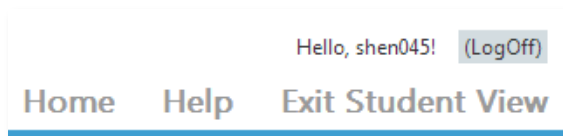


Student View

See exactly what your students see. To return to the admin view, click the 'Exit Student View' link that will appear on the navigation menu on the top right.

[Switch to Student View](#)

The only difference between what you see and what the student sees is that you now have an *Exit Student View* item on the top menu that brings you back to your normal view.



Accessing the Submitted Files

The path to the submission folder is shown on the **Dropbox Details** page.

The submitted files reside on SONAS, in a different location from your home directory files. You will need to have a UOA account (not EC) in order to access SONAS. The file location will be different for each department/faculty.

You will also need to have been a Lecturer or Course Coordinator in Cecil at the time the Dropbox was created in order to access the dropbox folder.

The information below is correct for **Computer Science** as at 16/05/2013.

Windows

Copy the path shown on the Dropbox Details page to the dropbox submission folder into the **Windows Explorer Address bar**. Or use **Windows Explorer** to browse or map to \\files.auckland.ac.nz\sci_adb. From there, navigate to the dropbox submission folder using the path information shown on the Dropbox Details page.

MacOSX

Using **Finder**, select *Connect to Server* and enter smb://files.auckland.ac.nz/sci_adb. From there, navigate to the dropbox submission folder using the path information shown on the Dropbox Details page.

Linux

On **login02**, the share is mounted as **/mnt/yourUPI/adb**. From there, navigate to the dropbox submission folder using the path information shown on the Dropbox Details page.

To mount from your local machine, the location to be mounted is:

smb://files.auckland.ac.nz/sci_adb

If you have your own linux system, in **Nautilus**, you can simply type the address above into the address bar. In earlier versions of Nautilus, you should choose *Places*, then *Connect to Server* and enter:

Server: `files.auckland.ac.nz`

Share: `sci_adb`

Folder: [leave this empty]

Username: `yourUPI`

Domain: `uoa`

Web Interface

If you are unable to access the submitted files through the local filesystem, you can download them through the dropbox web interface. See the Download section above for more information.