Core Competency Assignment Instructions
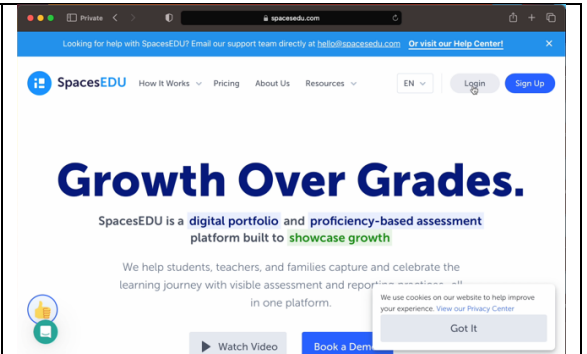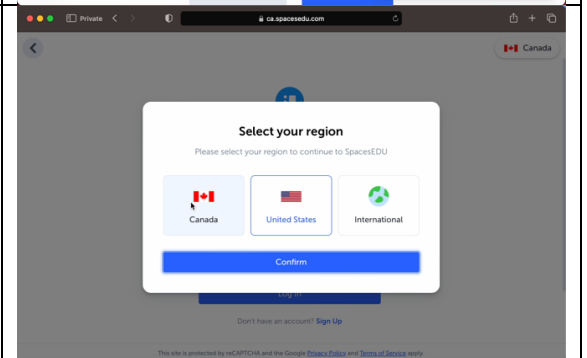
Richmond Secondary School students must submit three Core Competency Assignments throughout the school year. Here are instructions on how to find and hand in your assignments.

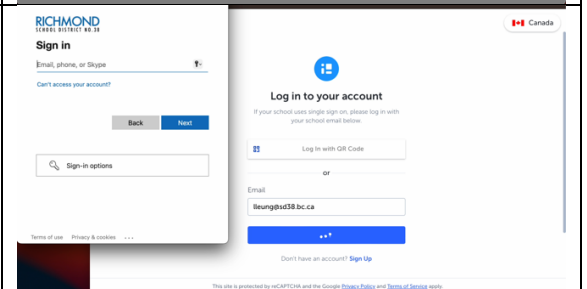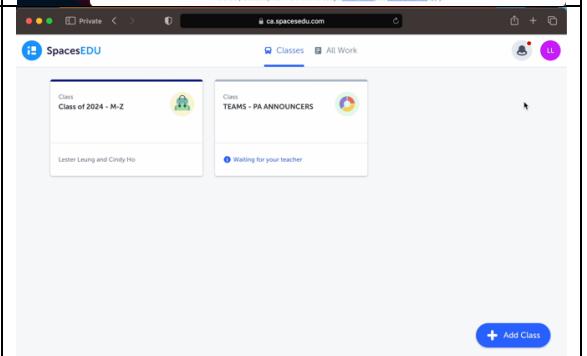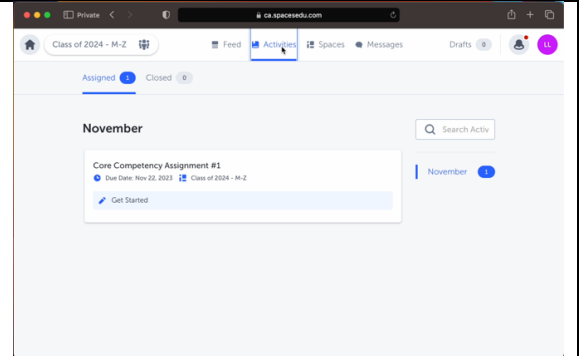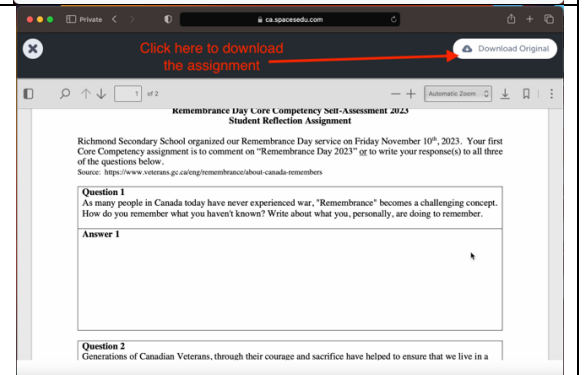| Instructions	Screenshot
To log in to Spaces EDU, go to spacesedu.com and click on Login. To see a video of these directions, go to :	
You will be prompted to select a region. Please make sure you select Canada.	
Your school district credentials will log you in to SpacesEDU. **Your school district credentials are the same as your Teams login.** If you are using a laptop or desktop, you must have pop up blockers turned off as you will need this window to appear to log in via Richmond School District. If you are using your phone, download the SpacesEDU app and log in that way.	
Once you log in, you will select your grad class year to find your Core Competency assignment.	

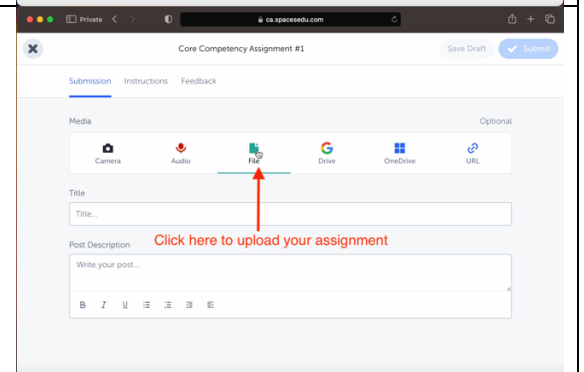## Core Competency Assignment Instructions

Click or tap on Activities on the top to see what assignment is available to you to work on. Click or tap on the assignment to open it up.	
Make sure you download the assignment. You cannot edit it in the browser window, it must be edited offline. Once edited, save the file and remember where it is.	
Once completed, you will need to upload the assignment. To do this make sure you click Start Activity to access the Submission area. Upload the file here.	
Once the file is submitted, you must click Submit. The assignment is not fully completed without clicking Submit. You're done!	