D2L – Dropbox
Email Users Without Submissions

Dropbox > Week 1: Assignment > Folder Submissions

Week 1: Assignment - Folder Submissions

| Publish All Feedback | Edit Folder | **Email Users Without Submissions** | Add Feedback Files | Submission Log |

- 🐝 Login to D2L course
- 🐝 Go to 'Assessments > Dropbox'
- 🐝 Click on the assignment Dropbox folder to go to the 'Folder Submissions' page
- 🐝 Click on 'Email Users Without Submissions' tab for a 'Compose New Message' window to pop-up
- 🐝 Compile the message
- 🐝 Click 'Send'

Instructional Design

BLACK HILLS STATE UNIVERSITY