INDIGO

ONLINE INDIGO A-LA-CARTE ESSAY SUBMISSIONS

FOR UPPER SECONDARY (IP) ENGLISH and JC GP

At Indigo, we believe in having a passion for learning and encourage all our students to be proactive in their pursuit of knowledge. Should you desire feedback on your additional practice/homework (questions need not have been covered by Indigo), we welcome you to submit your work to our **A-La-Carte Essay Submission Programme**.

We accept the following types of submissions:

- Full essay
- Essay outline
- Paragraph
- Application question (AQ)

Guidelines for submission

1. Only online submissions in **PDF** will be accepted. If you would like to submit a handwritten piece of work, please scan your work and save it as PDF.
2. The **name of your digital file** should follow this format:
    - [Level] [School] [Full Name] - [Brief title of assignment]
    - e.g. S4IP DHS Sophia Tan - Education Technology Essay
3. Do ensure that your **essay question title** is included in your submission. If you are submitting an AQ, do include the **passages and question paper**.
4. Your script should be uploaded via: **http://indigo.com.sg/alacarte-essay**. Each form submission should contain **only one** assignment.

Note:

- Submissions must meet the above guidelines to be addressed.
- Please allow us a turnaround time of 2 weeks. In the event that you need feedback more urgently, leave a note via the online form and we will try to accommodate.
- Marked scripts will be returned via Indigo's student learning management system (LMS) platform.
- If you have any queries, compliments or feedback, please share it with us through WhatsApp, email or even face-to-face. We look forward to working closely together with you.