Assignment

Assignment allows an area for students to easily locate the assignment information, requirements, due dates and a place to submit. Assignments can be assigned individually or to groups of students and/or allow single or multiple attempts. Assignments can be moved, edited, copied or deleted.

Create an Assignment

1. Enter a Course and navigate to a Content Area.
2. Click Assessments, then Assignment.
3. Input Name (A), Instructions (B) and Points Possible (C).
4. Input additional settings: Assignment Files, Grading, Availability, Due Dates and Recipients.
5. Click Submit.

Additional Settings

Assignment Files: Upload any document 20mb or less to supplement the instructions provided.

Due Date: Provide a due date to let students know when the assignment is due on the calendar.

Grading: Create or reuse a grading rubric to use as an enhancement or to grade assignments. Optionally, group or individual, multiple attempts, Anonymous or delegated grading and choose how the grades display.

Availability: Choose to make the assignment available or limit availability by dates.

Tips

1. Be sure to include all requirements.
2. For an ungraded assignment, place “0” in the points possible field.
3. Don’t want late submissions, include a display until date.
4. Don’t want student to see their grade until your done grading, uncheck Show students in My Grades.
5. Want more consistency in grading for writing assignments, use a rubric.