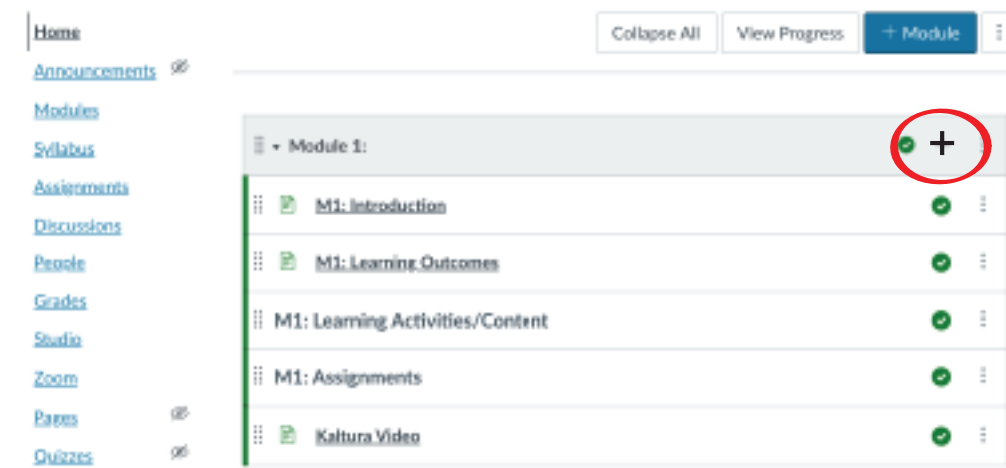


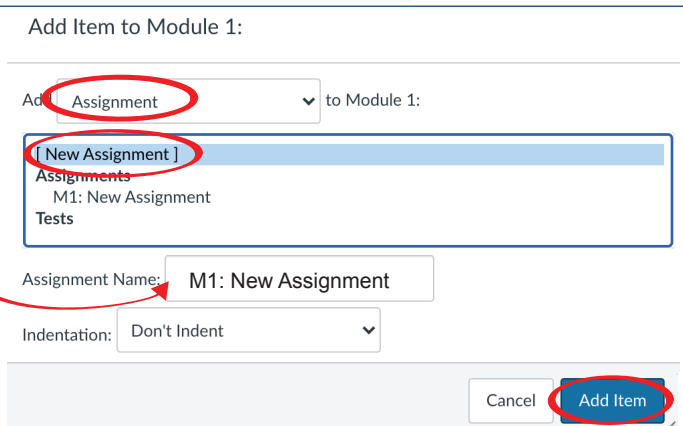


Creating an Assignment

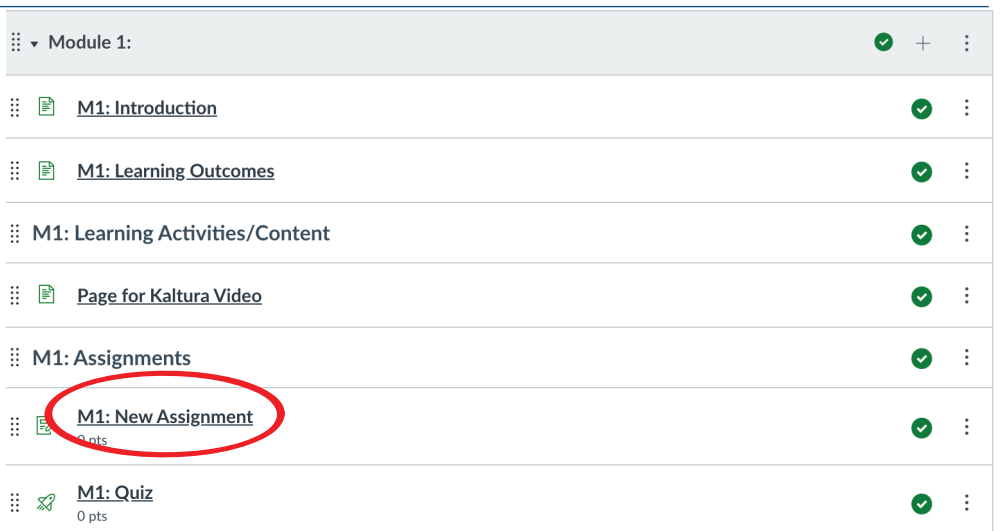
- 1 Go to the module where you want to add an assignment
- 2 Click the + symbol (right on the module title bar)



- 3 Select Assignments in the dropdown
- 4 Select [NewAssignment]
- 5 Type in an Assignment Name
- 6 Click the Add Item button



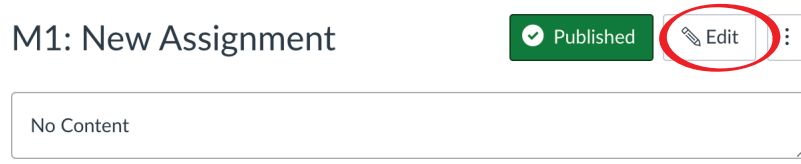
- 7 The assignment is added to the module



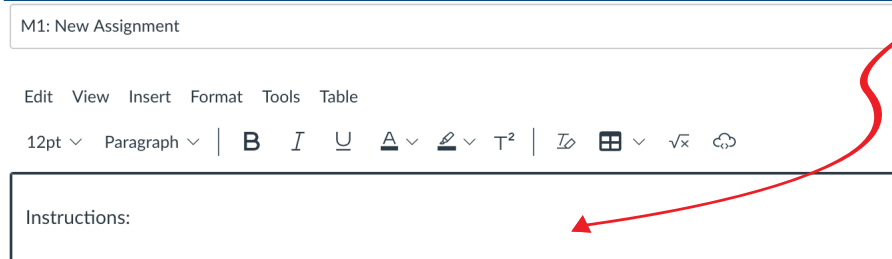
- 8 Click the new assignment

The assignment opens

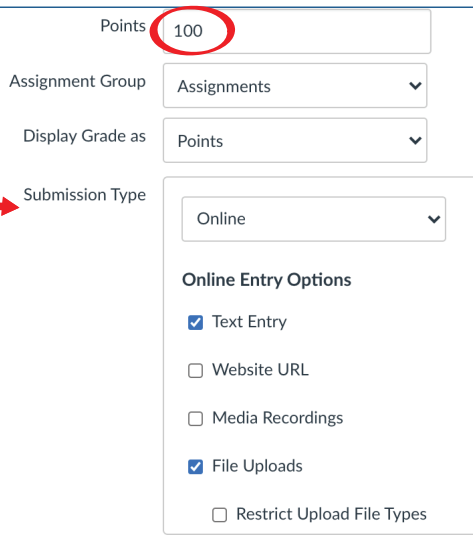
- 9 Click the Edit button (top)



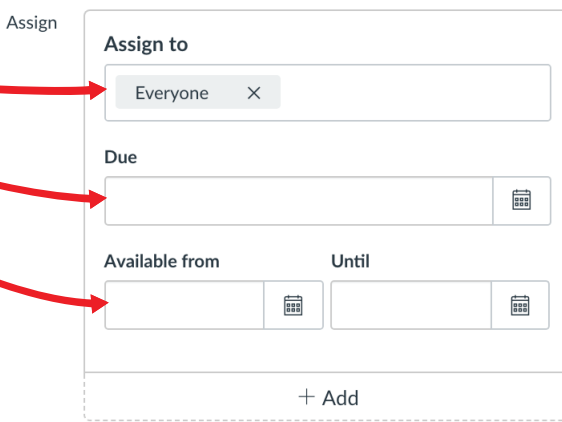
- 10 Add the instructions for the assignment in the text editor that opens



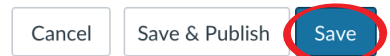
- 10 Enter points, Submission Type and Options



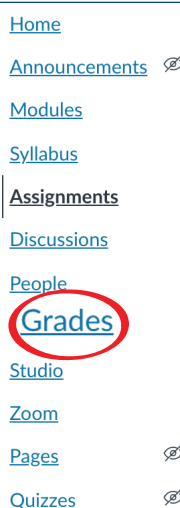
- 13 Assign to Everyone
- 14 Set Due date
- 15 Set availability



- 16 Click Save



- 17 View the assignment in the gradebook
- 18 Select Grades in the Course Menu



- 18 The Assignment has been added

