

# Building an Assignment

## 1. Courses & Assignments

The screenshot displays the Odyssey 2012 user interface. At the top, the user's name 'Jennifer Hendrickson' and options for 'Help' and 'Log Out' are visible. The main navigation bar includes 'Dashboard', 'My Students', 'Courses & Assignments', 'Assessment', 'Reports', 'Content', 'Message Center', and 'Community'. Below this, a secondary menu shows 'Class Progress', 'Courses', 'Assignment Status', 'Assignment Builder', 'Assignment Archive', and 'Submitted Projects'. The 'Assignment Builder' link is circled in red. A blue callout box points to this link with the text '2. Assignment Builder'. Below the navigation, a text block explains the assignment components: 'Class Progress allows you to view class and student progress. Assignment Status allows you to view status by assignment or by student with options to unassign assignments and students. In Assignment Builder you can build, edit, save, and delete assignments and assign them to your classes and students. Assignment Archive contains all your assignments in addition to assignments for your school and for all schools. Submitted Projects launches the Grader module for Odyssey Writer. The in-tray icon on the button notifies you when student projects are ready for evaluation.' Below this text is a list of buttons: 'Class Progress', 'Courses', 'Assignment Status', 'Assignment Builder' (circled in red), 'Assignment Archive', and 'Submitted Projects' (with a yellow envelope icon).

ODYSSEY<sup>®</sup> 2012

Jennifer Hendrickson Help Log Out

Dashboard My Students Courses & Assignments Assessment Reports Content Message Center Community

Class Progress Courses Assignment Status Assignment Builder Assignment Archive Submitted Projects

Assignments is divided into five components. Class Progress allows you to view class and student progress. Assignment Status allows you to view status by assignment or by student with options to unassign assignments and students. In Assignment Builder you can build, edit, save, and delete assignments and assign them to your classes and students. Assignment Archive contains all your assignments in addition to assignments for your school and for all schools. Submitted Projects launches the Grader module for Odyssey Writer. The in-tray icon on the button notifies you when student projects are ready for evaluation.

For a brief overview of the assignment components, move your mouse over each of the component buttons below. Click the button to go to one of the components, or choose the component from the Assignments menu in the navigation bar at the top of the screen.

Class Progress

Courses

Assignment Status

Assignment Builder

Assignment Archive

Submitted Projects

## 2. Assignment Builder

1. Select your Subject

2. Then Select the grade level

3. Check the chapters that you want.  
(typically all)

4. Add Selected Tasks

The screenshot shows the Odyssey Curriculum Assignment Builder interface. The top navigation bar includes 'Dashboard', 'Students', 'Courses & Assignments', 'Assessment', 'Content', 'Message Center', and 'Communi'. Below this, there are tabs for 'Class Progress', 'Courses', 'Assignment Status', 'Assignment Builder', 'Assignment Archive', and 'Submitted Projects'. The 'Assignment Builder' tab is active, and the 'Odyssey Curriculum Explorer' is selected. The 'Math' subject is chosen, and the 'Level' is set to '4'. A search bar contains the text '-- Enter Keyword --' and a 'Search' button. The 'Level 4 Math' section is expanded, showing a list of tasks with checkboxes in the 'Select' column. The tasks listed are: Number Theory and Systems, Addition and Subtraction, Multiplication and Division, Fractions and Decimals, Money, Patterns, Algebra, Properties of Shapes, Coordinate Geometry, Transformations and Symmetry, Time, Customary System, Metric System, Perimeter, Area, and Volume, Display and Interpret Data, Probability, and Problem-Solving. The 'Add Selected Tasks' button is highlighted at the bottom.

Select	Type	Title	Description
<input checked="" type="checkbox"/>	Folder	Number Theory and Systems	Understand numeration, number theory, and number systems.
<input checked="" type="checkbox"/>	Folder	Addition and Subtraction	Understand the meanings of operations and how they relate to real-world situations.
<input checked="" type="checkbox"/>	Folder	Multiplication and Division	Understand the relationships between multiplication and division and how they relate to real-world situations.
<input checked="" type="checkbox"/>	Folder	Fractions and Decimals	Understand the relationships between fractions and decimals and how they relate to real-world situations.
<input checked="" type="checkbox"/>	Folder	Money	Understand the attributes of money and how it is used in real-world situations.
<input checked="" type="checkbox"/>	Folder	Patterns	Understand the attributes of patterns and how they relate to real-world situations.
<input type="checkbox"/>	Folder	Algebra	Understand the attributes of algebra and how they relate to real-world situations.
<input type="checkbox"/>	Folder	Properties of Shapes	Understand the attributes of shapes and how they relate to real-world situations.
<input type="checkbox"/>	Folder	Coordinate Geometry	Understand the attributes of coordinate geometry and how they relate to real-world situations.
<input type="checkbox"/>	Folder	Transformations and Symmetry	Apply transformations and symmetry to mathematical situations.
<input type="checkbox"/>	Folder	Time	Understand the attributes of time and apply tools to understand the attributes of time.
<input type="checkbox"/>	Folder	Customary System	Use the customary system of measurement to understand the attributes of length, weight, capacity, and temperature and apply appropriate measuring techniques.

1. Name your new Assignment

2. Then verify the topics you want in the assignment

2. To view what is in each folder, click on it.

ODYSSEY 2012

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Progress Courses Assignment Status Assignment Builder Assignment Archive Submitted Projects

Assignment Builder Curriculum Assignment View Assignment

Assignment: untitled Order:  Sequential  Self-Select  Auto-Launch

Select	Update	Type	Name
<input type="checkbox"/>	1		Number Theory and Systems
<input type="checkbox"/>	2		Addition and Subtraction
<input type="checkbox"/>	3		Multiplication and Division
<input type="checkbox"/>	4		Fractions and Decimals
<input type="checkbox"/>	5		Money
<input type="checkbox"/>	6		Patterns

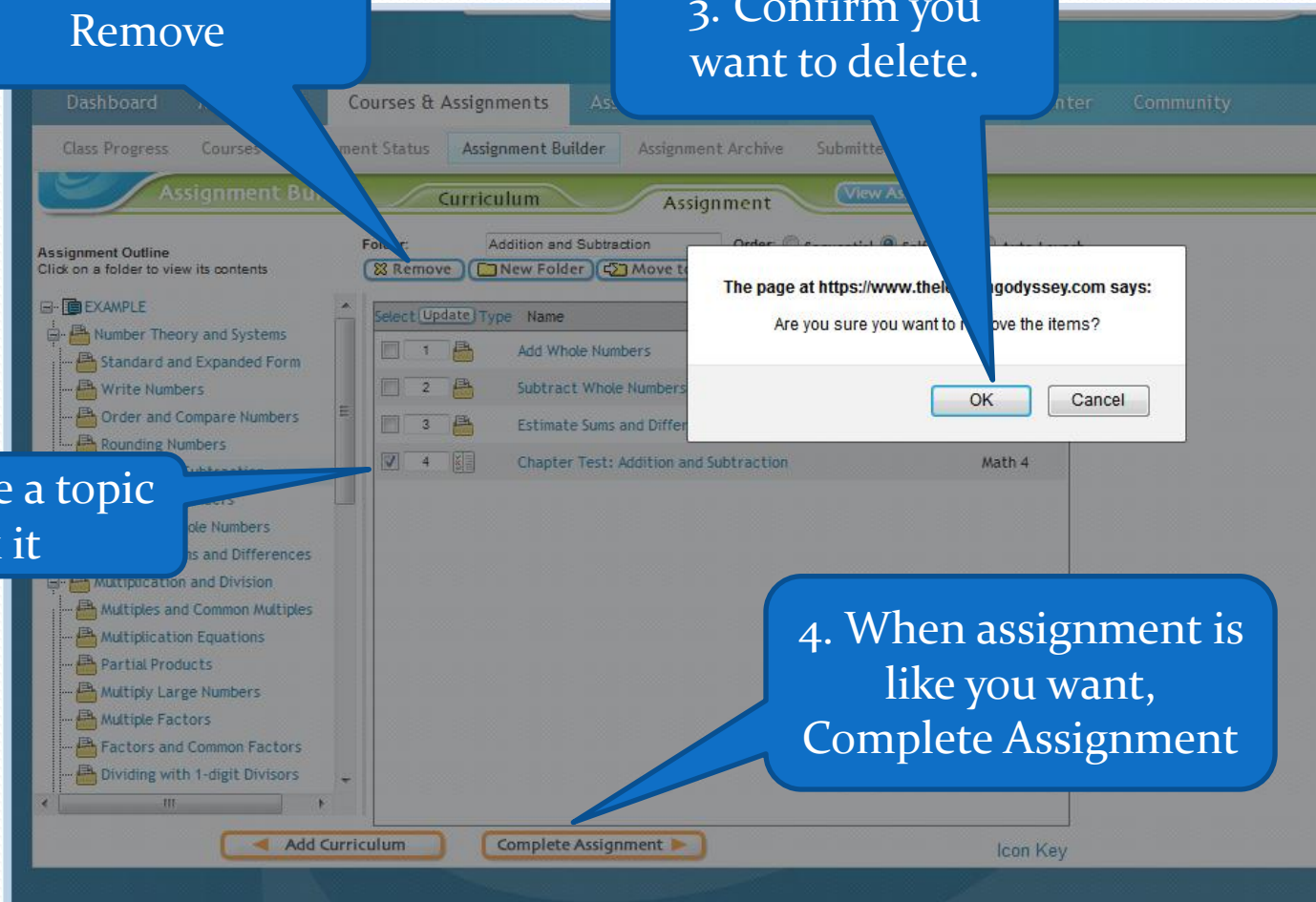
Icon Key

2. Then click on Remove

3. Confirm you want to delete.

1. To remove a topic check it

4. When assignment is like you want, Complete Assignment



1. Verify  
Assignment Name

2. If you want to share your  
assignment with others,  
set to My School

3. Chose if you  
want to assign to  
student now or  
later

4. Next..

The screenshot shows a 'Complete Assignment' dialog box with the following fields and options:

- Assignment Name:** EXAMPLE
- Availability:** My Assignments
- Subject:** Math
- Level:** Fourth
- Description:** (empty text box)
- Assignment Order:**  Sequential  Self-Select  Auto-Launch
- Apply assignment order to all folders:**  Yes  No
- Suppress Duplicate Activities:**  Yes  No
- Show Resources:**  Yes  No
- Show [unclear] Mode:**  Yes  No
- Show [unclear] Writer:**  Yes  No
- Show Tool Kit:**  Yes  No
- Assign to students now?**  Yes  No, I'll assign it later

Buttons: Cancel, Next

Note: All folders with Decision Points in this assignment will remain in Sequential or Auto-Launch mode.

Course  
Assignment Sta  
der  
Folder  
⊗ R  
Sele  
III  
✓


### Complete Assignment

Close

**Assignment Confirmation**

Assignment	Author	Creation Date
EXAMPLE	Jennifer Hendrickson	09/12/12

The following students were assigned:

Student	Class	Send Message
		

Close

Icon Key

1. Close