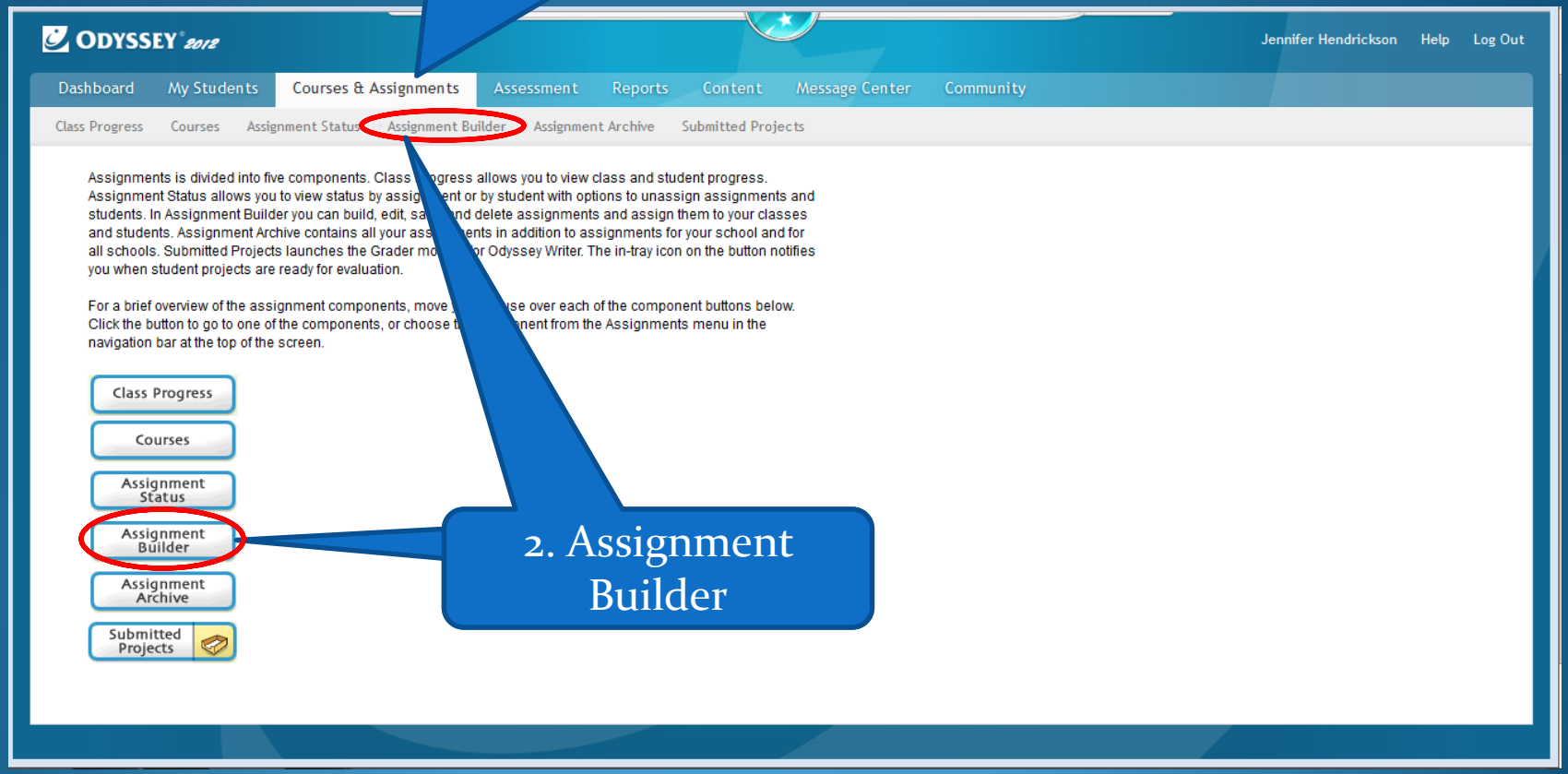
Building an Assignment

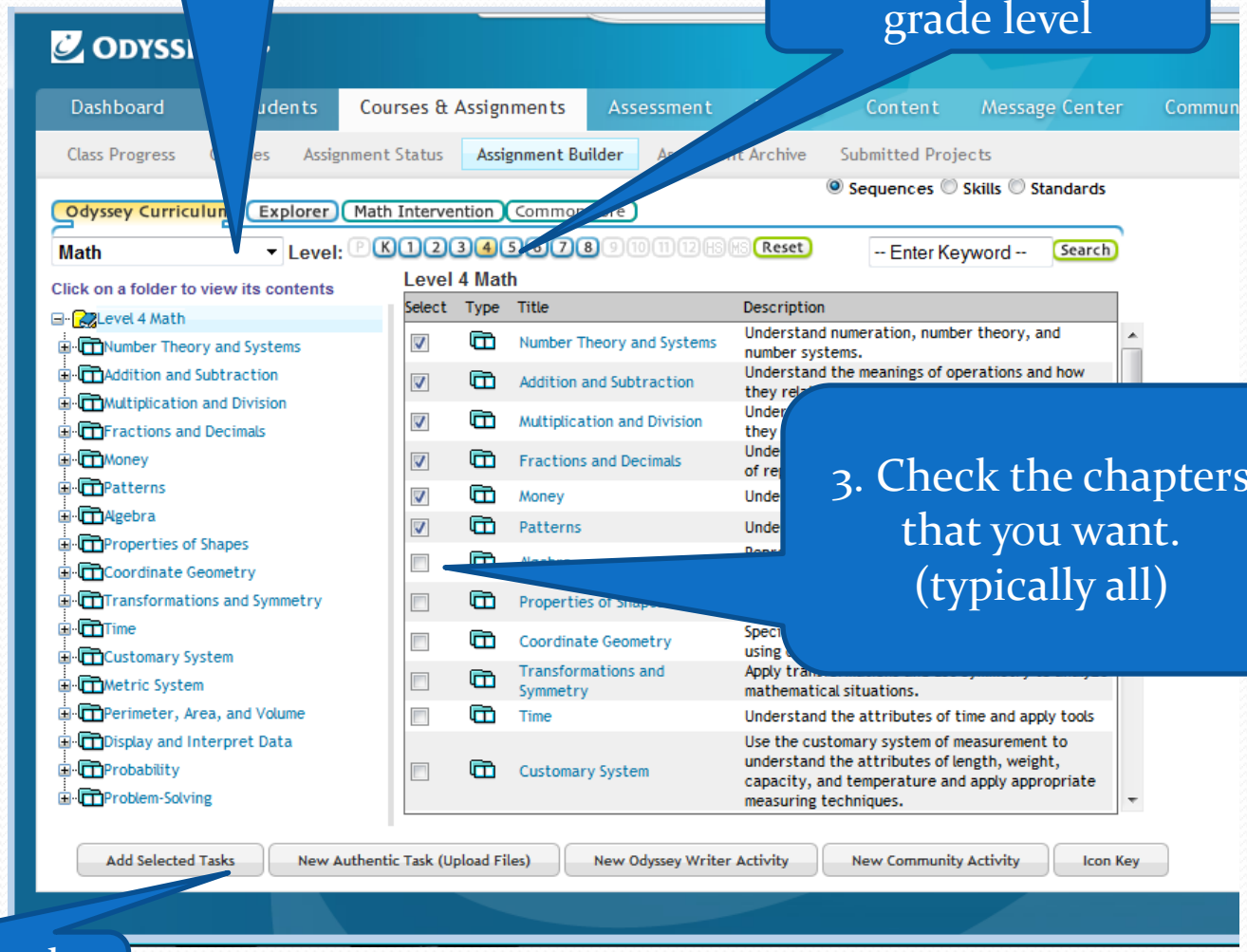
1. Courses & Assignments



2. Assignment Builder

1. Select your Subject

2. Then Select the grade level



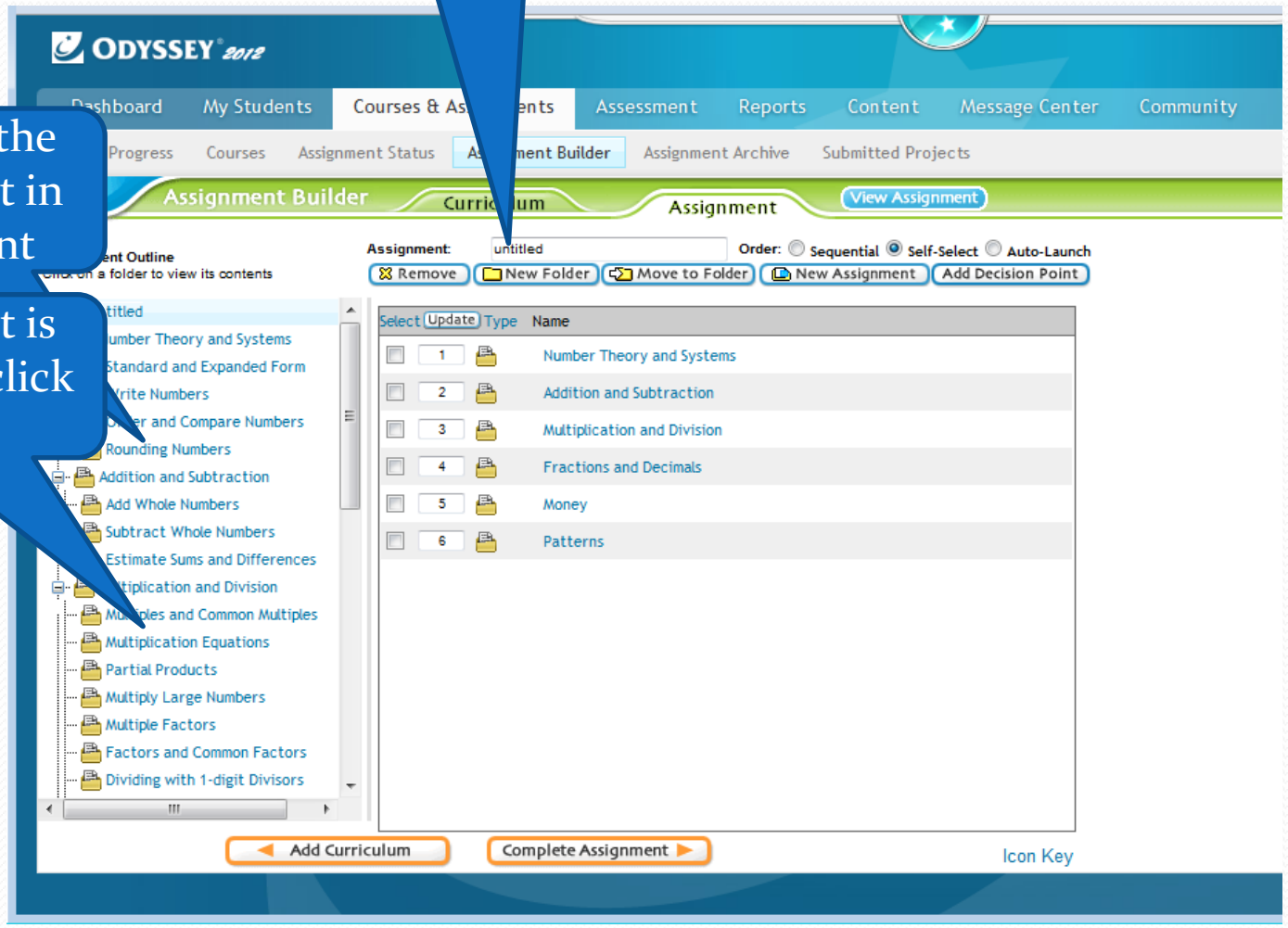
3. Check the chapters that you want. (typically all)

4. Add Selected Tasks

1. Name your new Assignment

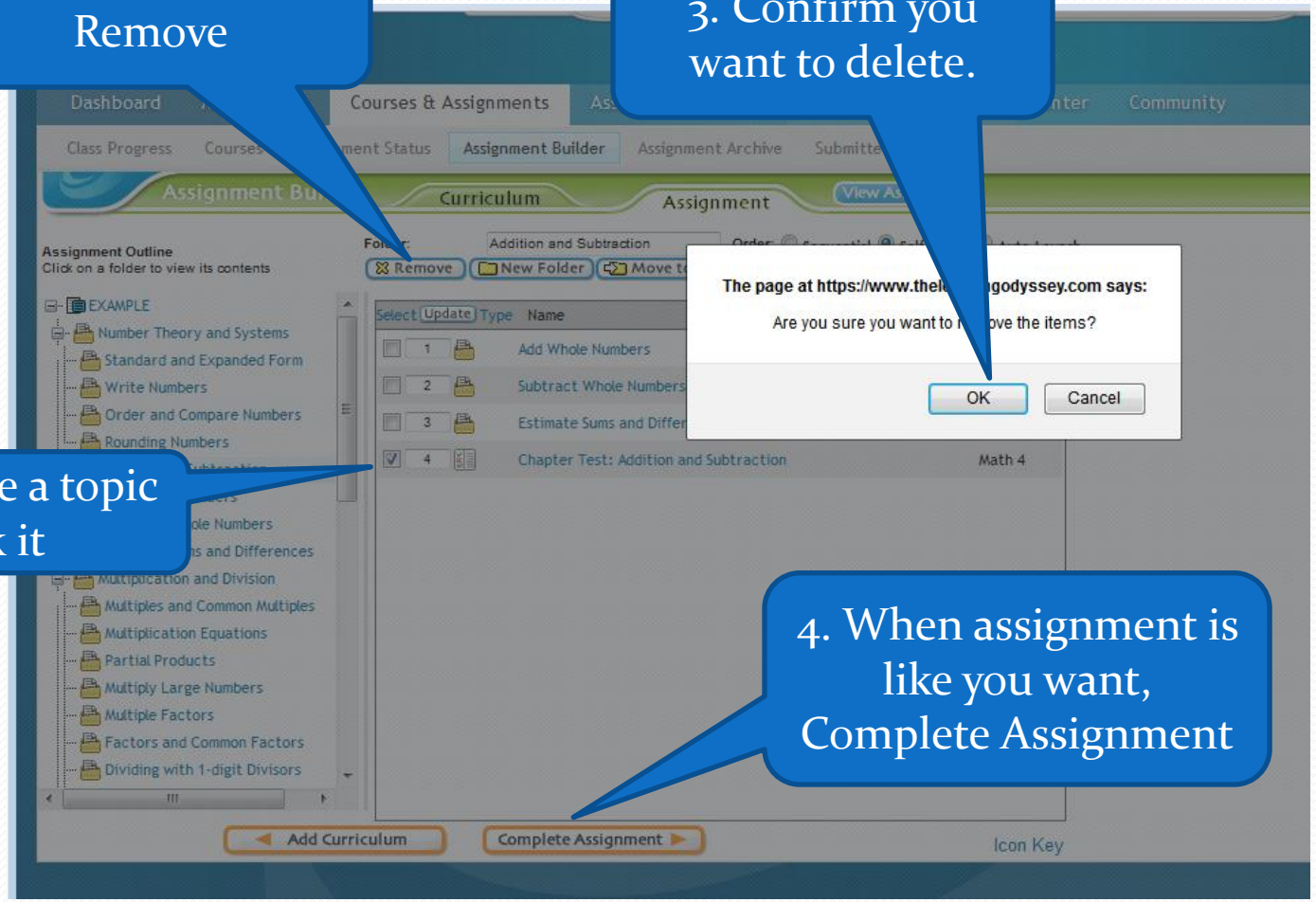
2. Then verify the topics you want in the assignment

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



2. Then click on Remove

3. Confirm you want to delete.



1. To remove a topic check it

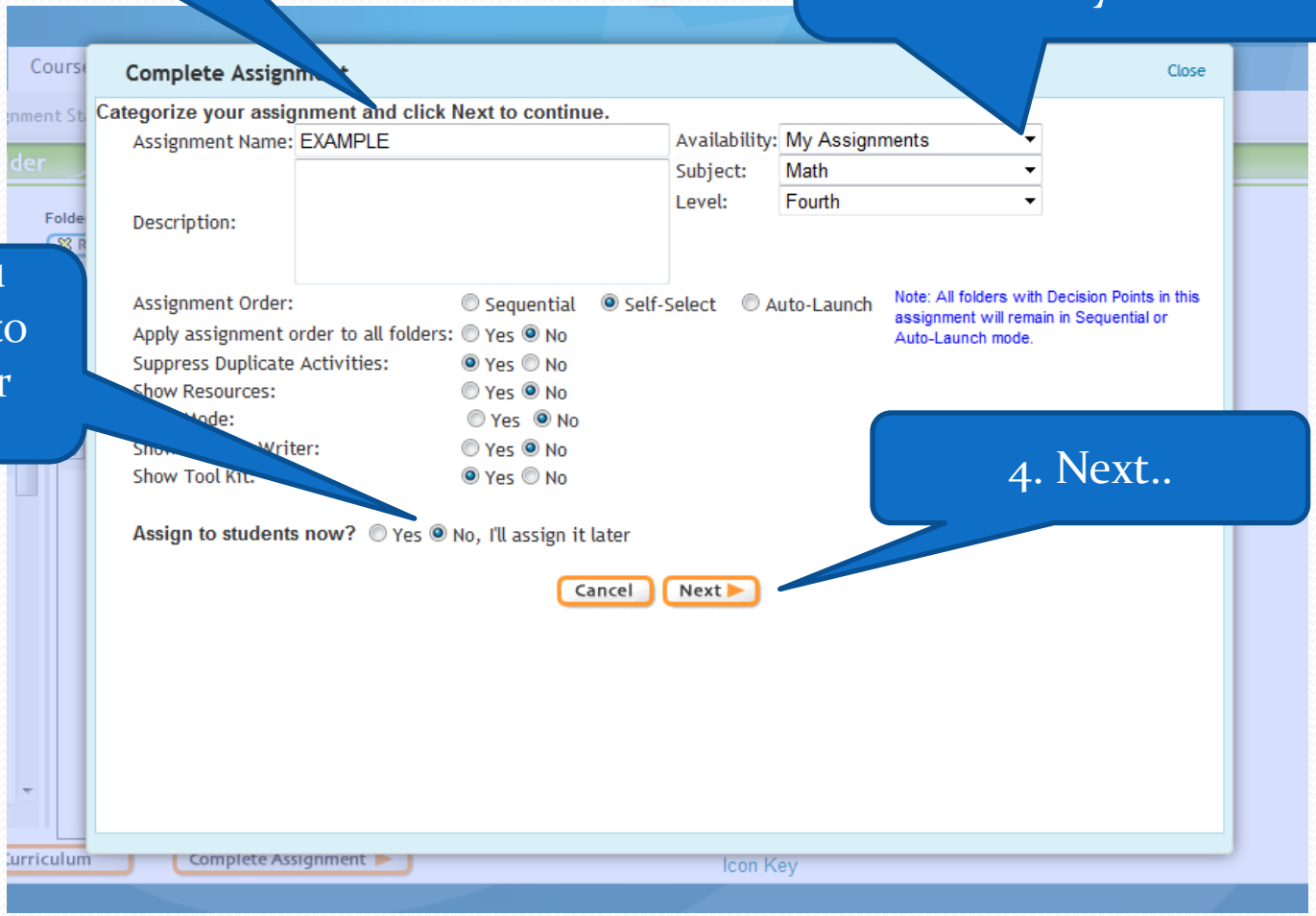
4. When assignment is like you want, Complete Assignment

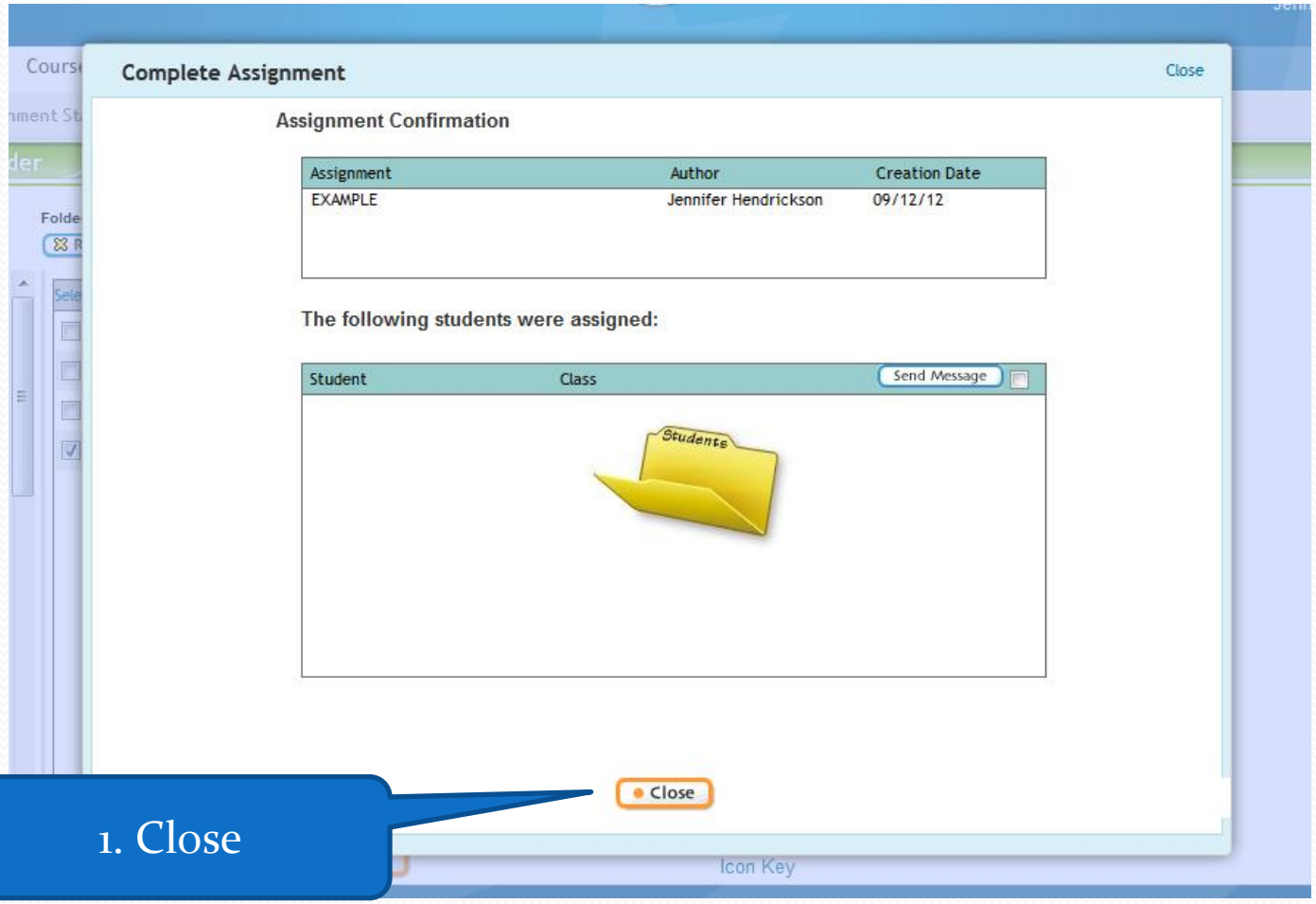
1. Verify Assignment Name

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..




Complete Assignment
Close
Assignment Confirmation
Assignment
Author
Creation Date
EXAMPLE
Jennifer Hendrickson
09/12/12
The following students were assigned:
Student
Class
Send Message
Students
Close
Icon Key

1. Close