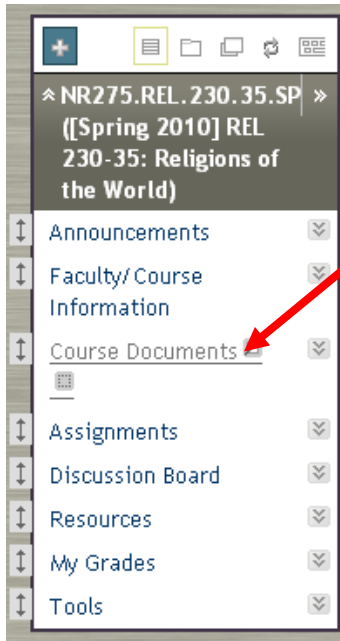




How do I create an assignment?

To create an assignment,

Go to a **Content Area**.



Select **Evaluate**.

Select **Create Assignment**.



Enter the name of the Assignment.

Create Assignment

Assignments are a form of assessment that adds a Column to the Grade Center for each Student. Assign Grades and give feedback for each student separately using the Grade Center. [More Help](#)

* Indicates a required field.

1. ASSIGNMENT INFORMATION

* Name and Color █ Black

Instructions

Visual Editor: **ON**

Normal 3 Arial B I U abc x₂ x²

Path: [body](#)

Save as Reusable Object

If needed, attach files.

2. ASSIGNMENT FILES

Attach File

Attached files	File Name	Link Title
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Enter points possible.

3. GRADING

* Points Possible

Make the assignment available, set number of attempts, set the time/date availability, and check the check box to track number of views.

4. AVAILABILITY

Make the Assignment Available
This assignment cannot be made available until it is assigned to an individual or group of students.

Number of Attempts

Allow single attempt
 Allow unlimited attempts
 Number of attempts:

Limit Availability

Display After

Enter dates as mm/dd/yyyy. Time may be entered in any increment.

Display Until

Enter dates as mm/dd/yyyy. Time may be entered in any increment.

Track Number of Views

Enter a due date.

5. DUE DATES

Submissions are accepted after this date, but are marked **Late**.

Due Date

Enter dates as mm/dd/yyyy. Time may be entered in any increment.

Select the recipients of the assignment.

6. RECIPIENTS

If any students are enrolled in more than one group receiving the same assignment they will submit more than one attempt for this assignment. It may be necessary to provide these students with an overall grade for the assignment.

Recipients

- All Students Individually
- Groups of Students

Click **Submit**.

7. SUBMIT

Click **Submit** to finish. Click **Cancel** to quit without saving changes.