

Instructor Suite - Assignments

i 3 🛗 Piper Crabtree / High Schoo	ol (Adm.	Mode) ID: 15					SY: 2	2022-2023 ~	MP: Q	4 (02/22	. 06/30)	v 03-08-2	2023	Ö	<i>.</i>	
^ 2 MA 210.002 Geometry	0	Q 8. 0	My Cours	e Assigni	ments / Q4											
6 🍠 Assignments	>				Title:											
12 嶜 Students Info	>				Description:										_	_
🖉 Grade Book	>				Period: 02-22-2023 觉 🛗 🍠 🖞											
Attendance (CP: 2)	>			[Date Displaying: Only with Assignments	2									2	·
Standards Based Items		Viewable Externally: O All Yes No														
	>															
	> >				Q Search											
Seating Chart Notification Console)))	•			Q Search		Grade F	Book Inform:	ation		(1	iools 🔹 🕽	K Delete	+ Add	New	
· 한참 Seating Chart ⓒ Notification Console	>	Due Date	Day#	Atd	Q Search Description	СР	Grade E GBR	Book Informa		PP	ST	čools ▼ →		+ Add	New	
- It Seating Chart ⊙ Notification Console <u> </u>	} ,		Day#	Atd		CP 2				PP 10					New	
111 Sealing Chart So Notification Console Arr Discipline Ch Health Referral	> < # > 1	Due Date			Description		GBR	Sub. Onl.	SPT		ST	Rec. #		Ext.	New)
ー IIII Seating Chart	> > > 1 > 2	Due Date 02/22 (We)	165	۵	Description Homework 1	2	GBR Yes	Sub. Onl.	SPT	10	ST	Rec. #	UM	Ext. Yes	New	
Seating Chart Notification Console Solicipline Health Referral Final Grades Assessments	> > > 1 > 2 3 >	Due Date 02/22 (We) 02/23 (Th)	165 166	A	Description Homework 1 Missing Assignment Test	2	GBR Yes Yes	Sub. Onl. No No	SPT No No	10 25	ST	Rec. #	UM	Ext. Yes Yes		
ti Seating Chart ≥ Notification Console ≥ Discipline 1) Health Referral ■ Final Grades	> > 1 > 2 > 3 > 4	Due Date 02/22 (We) 02/23 (Th) 02/23 (Th)	165 166 166		Description Homework 1 Missing Assignment Test Class Room Activity	2 2 2 2	GBR Yes Yes Yes 	Sub. Onl. No No No	SPT No No No	10 25 10	ST	Rec. # 12 12	UM	Ext. (a) Yes (b) Yes (c) Yes		

- 1. Click on the Printer icon to print a PDF or CSV of your assignments. This will list the Due Date, Description or Title of the assignment, Class period, Points Possible, etc.
- 2. Click on +Add New to add a new assignment
- 3. If you need to delete an assignment you will have to check the box here in the Assignments application and click on Delete.

	Piper Crabtree		×
=,	(i) 🖸 🛗 Piper Crabtree / High School (A	Idm. Mode) ID: 15	SY: 2022-2023 v MP: Q4 (02/22 06/30) v 05-10-2023 🔅 🏥 🍠
۹,	A 2 MA 210.002 Geometry	Classroom Activity / MA 210.002 Geometry	
۲	🛛 🦪 Assignments 🛛 🔿	(« Cancel	(☐ Add. Info) (Tools ♥) 🛱 Save & Finish 🛱 Save & Edit ✔ 😫 Save & Add +
•	Students Info >	🖹 General Information 🔅 Student Portal 🔮 Assigned Students 🛔 Subs	stitute Information
Φ,		Classroom Assignment Title *:	
		Classroom Assignment Type *:	
	Standards Based Items	A Lignment Status •:	Assignment is NOT included in Final Grades Calculation
2		2a.	Assignment is included in Final Grades Calculation Assignment has been dropped and is not included in Final Grade Calculations
	Notification Console >	Resource Activity:	20
		Viewable Externally*:	O Yes No
		A District Curriculum Information	
		District Curriculum Area:	Not Selected
	Massessments	Learning Activity Unit Sequence #:	
	O C Students Notes >	^ Description / Activity Date Information	
	O A Students Upload Materials >	Description:	
	✓ I Reports		
	G Additional Information		
	 3 MA 210.03 Geometry 		4
	4 MA 210.04 Geometry	Date Assigned *:	
	 5 PP4.012 Planning Period 	Due Date *:	05-10-2023 🖄 🛍 🖉 Repeating Options
	 6 EL 107.001 Technology Aide 	Additional Information Record in Grade Book*:	O Yes O No
		Points Possible:	
	 7 HI 311.003 American Government 8 0002.0002 Intro to Computer 	~ Rigor/Relevance Framework	
	Science	Rigor/Relevance Framework:	Not Selected v

2a. You will fill out all red asterisk items/required fields

2b. Assigned Students tab allows you to choose which specific students this assignment is assigned to if not assigned to all students.



Instructor Suite - Assignments

2c. Apply to Group Courses: This will be check marked if this course is grouped with another. It will default to group so that you only have to enter the assignment in one time and it will post to all courses in that grouping. If you'd like to add this assignment for just that course you may uncheck this box and the assignment will only post to the course you are currently in.

Mode) ID: 15							ST:	2022-	2023		Q4 (02/2	22 00/3
Q 8- 4	My Cours	e Assign	ments / Q4									
			Title:									
	4.		Description:									
		_	Period:	02-22-2023 🛱 🗂 🥭	thru	06-30-2	2023		Ê	8		
		1	Date Displaying:	Only with Assignments v	3							
		Viev	vable Externally:	Only with Assignments All Dates for Marking Period								
				Q Search								
)												
Due Date	Day#	Atd	Description			CP	Grade	Book	Inform	nation		
Due Dale	Day#	Alu	Description			OF	CPD	Cu	h 0n		DD	CT

4. Date Displaying: You can display only the dates with an Assignments entered, or you can display All dates for the Marking Period. (Examples below)

u	Due Dete	Daut		Description	CP	Grade Book Information									
#	Due Date	Day#	Atd	Description	CP	GBR	Sub. Onl.	SPT	PP	ST	Rec. #	UM	Ext.		
1	02/22 (We)	165	A	Homework 1	2	Yes	No	No	10	FG	12		Yes		
2	02/23 (Th)	166	A	Missing Assignment Test	2	Yes	No	No	25	FG			Yes		
3	02/23 (Th)	166	A	Class Room Activity	2	Yes	No	No	10	FG	12		Yes		
4	02/24 (Fr)	167	A	Missing Assignment Test 2	2	Yes	No	🖲 No	25	FG	12		No		
5	02/25 <mark>(Sa)</mark>	NA	NA			5.	þ	N/D					N/D		
5	02/26 <mark>(Su)</mark>	NA	NA			•.	þ	N/D					N/D		
7	02/27 (Mo)	168	A	•		N/D	N/D	N/D					N/D		
3	02/28 (Tu)	169	A			N/D	N/D	N/D					N/D		
Э	03/01 (We)	170	A			N/D	N/D	N/D					N/D		
10	03/02 (Th)	171	A	Test Grade type communication	2	Yes	No	No	10	FG			Yes		
11	03/03 (Fr)	172	A			N/D	N/D	N/D					N/D		
12	03/04 (Sa)	NA	NA			• N/D	N/D	● N/D					N/D		

4a. Example of Displaying all dates in the marking period.

5. You can add an assignment from the date column as well. Just click on an empty Attendance Day row and you can add a new assignment there. If you



Instructor Suite - Assignments

click on a row with an assignment already listed, you can edit that current assignment.

My Co	ourse Ass	ignments / Q4													
		Title:													
		Description:													
		Period:	02-22-2023	†	🥭 thru	06-30-2	2023		# 2	7					
	C	ate Displaying:	Only with Assi	gnments	v ?										
	View	able Externally:	O All O Yes	No		_									
			Q Search				6.								
						_						(To	ols 🔹	× Delete	+ Add
							Grade B	ං එ	Copy	y Assignm	ent(s) fror	m Previou	s SY		
Day#	Atd	Description				CP	GBR	ළු	Copy	y Assignm	ent(s) fror	m Previou	s MP #	UM	Ext.
165	A	Homework 1				2	Yes		Add	from Distr	ict Curr A	ctivity Ma	ster 12		Yes
166	A	Missing Assign	nment Test			2	Yes	• N	lo	No	25	FG			Yes
166	A	Class Room A	ctivity			2	Yes	• N	lo	No	10	FG	12		Yes
167		Missing Assign	nment Test 2	2	Yes	• N	lo	No	25	FG	12		No		
	-														

Sample of Date Displaying Only with Assignments in the above image. You will only see dates with an assignment added.

6. You can click on Tools drop down menu and Copy Assignments from a Previous SY or Marking Period or Add from District Curr Accitivity Master.

>	Сор	y Assignments	s from	Previous School Yea	ır				×						
=	í	ວ ໑ 🥖	₽.	Select Assignments	from the List	to be Copied									
Q						Instructor: Crabtree, Piper (High School)									
•					s	chool Year: 2021-2022 V	1-2022 ~								
		Select MP of Course Class Assignments to be copied:				be copied: All V									
ц Ц Ц	Select Course to be Copied:				ect Course to	be Copied: All									
	- Title:					Title:									
•	Description:					lescription:		6b.		6c.					
, 🖵						Q Search		_							
8								Сору	Assignments						
Ø	#	Due Date		Classroom Assignment	Instructor	Desription	Grade Book	Possible Points	New Date						
	MA	210.04 Geom	netry												
	1	07/05/2021	3	DAILY ASSIGNMENT	Crabtree, Piper	Learning Lumen	~	14							
	MA	210.03 Geom	netry												
	2	07/05/2021	3	DAILY ASSIGNMENT	Crabtree, Piper	Learning Lumen	~	14							
	MA	210.002 Geo	metry												
	3	07/05/2021	3	DAILY ASSIGNMENT	Crabtree, Piper	Learning Lumen	~	14							
	4	07/21/2021	15	HOMEWORK	Crabtree, Piper	HW 1	~	5							
	MA	210.04 Geom	netry												
	5	07/21/2021	15	HOMEWORK	Crabtree,	HW 1	~	5							

- 6a. You can choose the criteria that you'd like to copy from.
- 6b. Select the assignments you'd like to copy to your current grade book.
- 6c. Click on Copy Assignments.