

1st Term, 2017-2018 / BUS-2107-1/CCC-8012-2.201805 (CRN:3,34)

Turn editing on

 Announcements

30 May - 5 June

6 June - 12 June

13 June - 19 June

Search forums

Go

[Advanced search](#)

Latest announcements

[Add a new topic...](#)


(No announcements have been posted yet.)

Step 1


Click 'Turn editing on' (top right).

  Announcements 

Edit ▾



 Edit section

 Add an activity or resource

 30 May - 5 June 

Edit ▾

 Add an activity or resource



 6 June - 12 June 

Edit ▾

Search forums   ▾

Go

[Advanced search](#)

Latest announcements   ▾

[Add a new topic...](#)











(No announcements have been posted yet.)

Step 2

Note: You will see a number of icons –hover your mouse pointer over an icon to see what a particular icon is for. You will see '**Add an activity or resource**'.

Add an activity or resource ✕

ACTIVITIES

-  Assignment
-  Attendance
-  Chat
-  Choice
-  Course Readings @ Library
-  Database
-  External tool
-  Face-to-Face
-  Feedback
-  Forum

The assignment activity module enables a teacher to communicate tasks, collect work and provide grades and feedback.

Students can submit any digital content (files), such as word-processed documents, spreadsheets, images, or audio and video clips. Alternatively, or in addition, the assignment may require students to type text directly into the text editor. An assignment can also be used to remind students of 'real-world' assignments they need to complete offline, such as art work, and thus not require any digital content. Students can submit work individually or as a member of a group.

When reviewing assignments, teachers can leave feedback comments and upload files, such as marked-up student submissions, documents with comments or spoken audio

Add Cancel

Step 3

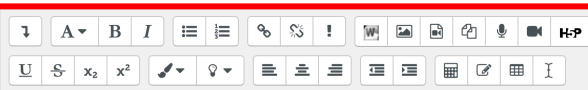
Select '**Assignment**' and then click '**Add**'.

Adding a new Assignment [?](#) ▶ Expand all

▼ **General**

Assignment name !

Description



Display description on course page [?](#)





Step 4


Give the assignment name and write down the description of the assignment.

There is an option to display the description on the course page below.

You can also upload file in it.


Additional files [?](#) Maximum size for new files: Unlimited


 Files   





You can drag and drop files here to add them.

▼ **Availability**

Allow submissions from [?](#) 13 ▾ July ▾ 2020 ▾ 00 ▾ 00 ▾  Enable

Due date [?](#) 20 ▾ July ▾ 2020 ▾ 00 ▾ 00 ▾  Enable

Cut-off date [?](#) 13 ▾ July ▾ 2020 ▾ 23 ▾ 22 ▾  Enable

Remind me to grade by [?](#) 27 ▾ July ▾ 2020 ▾ 00 ▾ 00 ▾  Enable

Always show description [?](#)

Step 5

Choose the options that you want and set different options.

▼ **Submission settings**

Require students to click the submit button [?](#)

Require that students accept the submission statement [?](#)

Attempts reopened [?](#)

Note:

You can allow students to resubmit assignments.

Submission types

Submission types Mahara portfolio File submissions Online text

Site

Lock submitted pages

Maximum number of uploaded files

Maximum submission size

Accepted file types No selection

Grade

Grade
Type
Maximum grade

Grading method

Grade category

Grade to pass

Blind marking

Hide grader identity from students

Use marking workflow

Restrict access

Access restrictions

Tags

Competencies

There are required fields in this form marked !.

Step 6

Choose the options that you want and set different options, such as maximum number of upload files, grade category, etc.

Step 7

Also, you can edit the restrict access for the assignment. Click **'Save and display'** after finished.