

Assignments: Create

I-LEARN TRAINING
aligning technology with the learning model

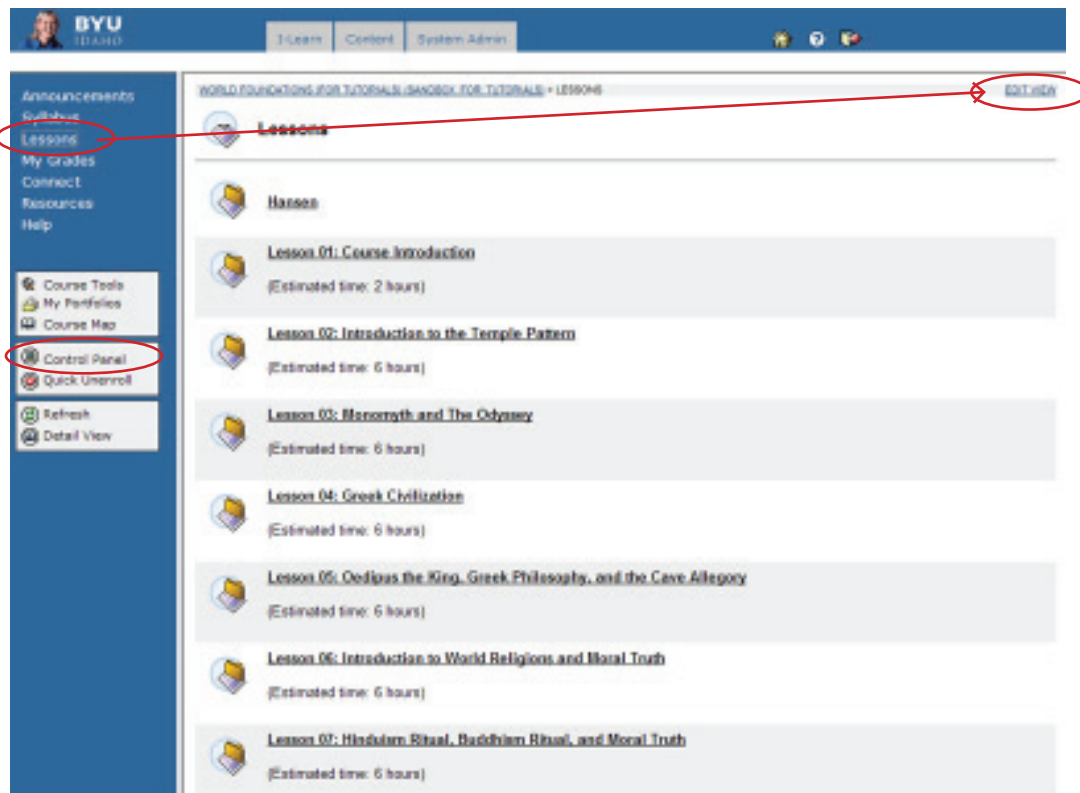
BYU
IDAHO

Objective

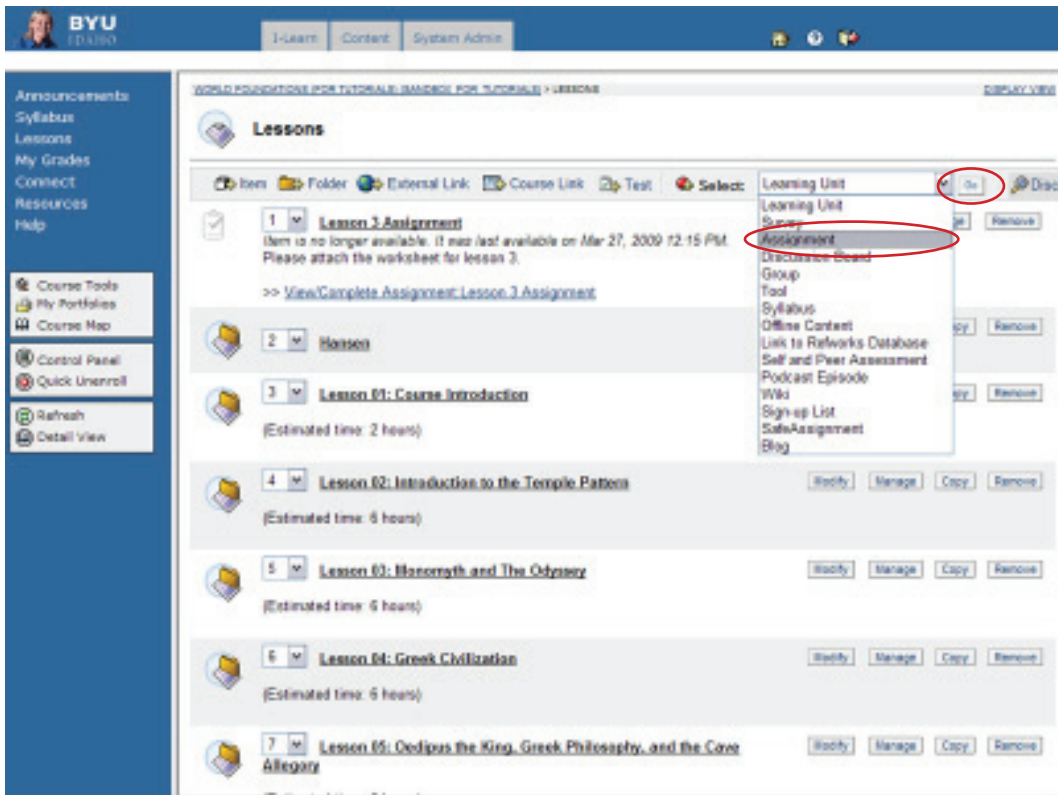
To add a new assignment where students can submit documents electronically to a course in I-learn.

Instructions

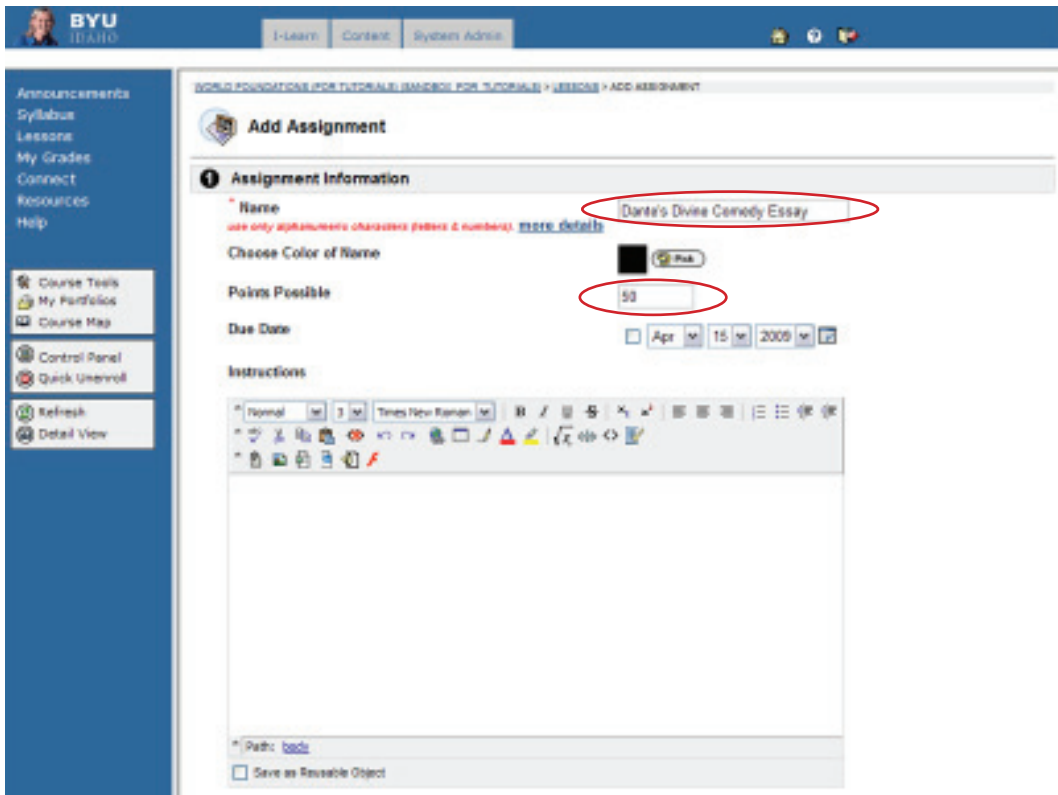
1. Access the I-Learn course.
2. Select the content area either through the “Control Panel” or by clicking “Edit View.”



3. Select "Assignments" from the drop down menu and click "Go."



4. Fill in the name of the assignment and the points possible.



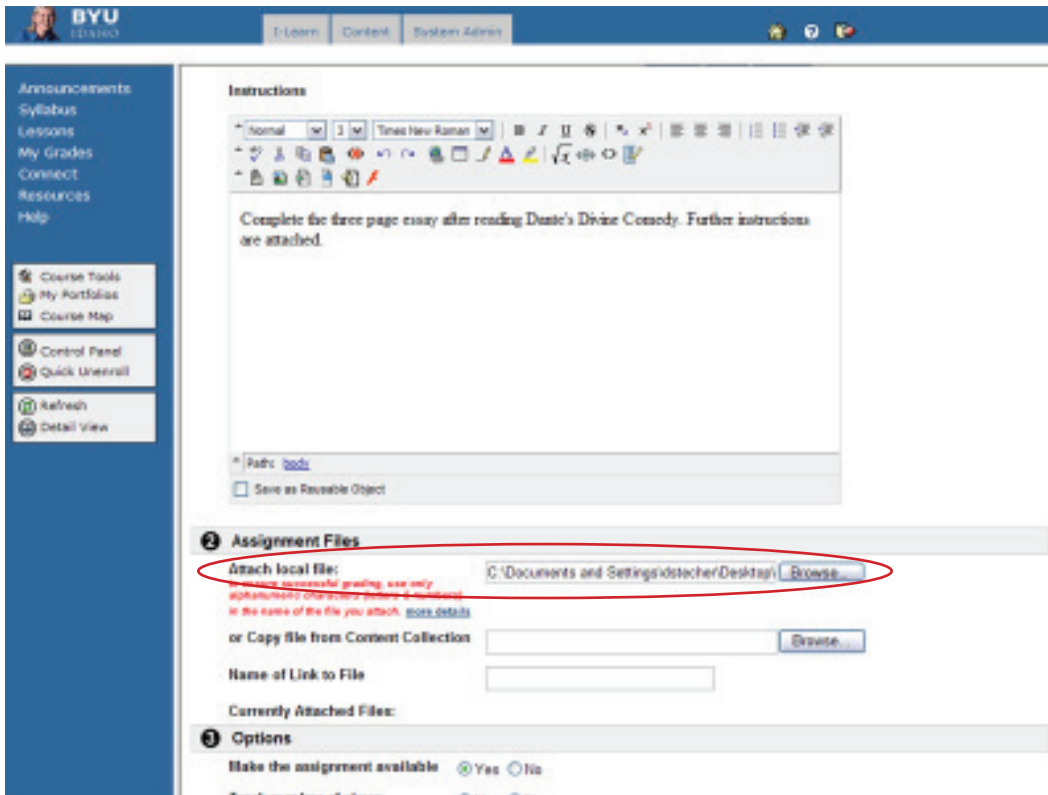
5. A due date may be selected if desired, but it is not necessary.

The screenshot shows the 'Add Assignment' page in a BYU LMS. The page has a blue header with the BYU logo and navigation tabs for 'I-Learn', 'Content', and 'System Admin'. A left sidebar contains navigation links like 'Announcements', 'Syllabus', 'Lessons', 'My Grades', 'Connect', 'Resources', and 'Help', along with 'Course Tools' and 'Control Panel'. The main content area is titled 'Add Assignment' and includes an 'Assignment Information' section. The 'Name' field contains 'Dante's Divine Comedy Essay'. The 'Points Possible' field is set to '50'. The 'Due Date' field is a date picker showing 'Apr 15 2009', which is circled in red. Below this is an 'Instructions' text box with a rich text editor toolbar. At the bottom, there is a 'Path' field and a 'Save as Reusable Object' checkbox.

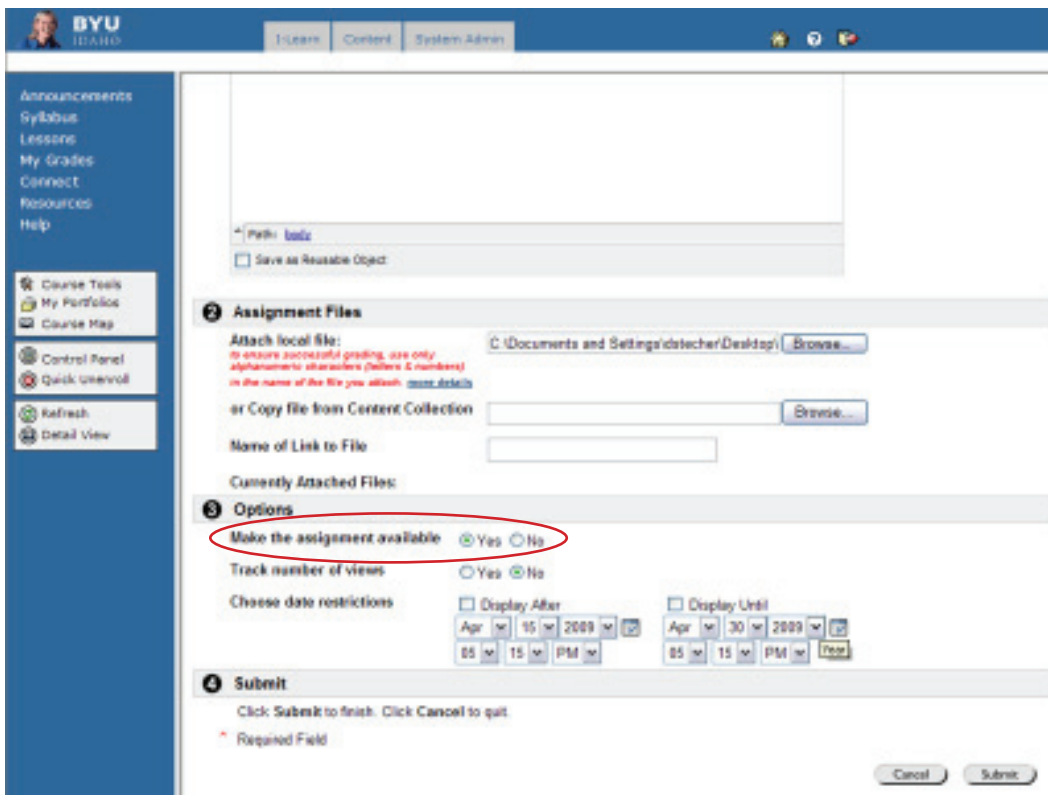
6. Place instructions, if necessary, into the Instructions text box.

This screenshot is similar to the previous one, showing the 'Add Assignment' page. In this view, the 'Instructions' text box is highlighted with a red circle. The text box contains the following text: 'Complete the three page essay after reading Dante's Divine Comedy. Further instructions are attached.' The rest of the form, including the 'Assignment Information' section with the name 'Dante's Divine Comedy Essay' and 'Points Possible' of '50', remains the same as in the previous screenshot.

7. Attach any files the students may need to complete the assignment.



8. Make the assignment available by selecting Yes under 3. Options.



9. If you would like the assignment to open (become available to students) and close at a particular date and time, specify those dates and times under Display After and Display Until.

The screenshot shows the 'Assignment Files' and 'Options' sections of the LMS interface. The 'Options' section includes radio buttons for 'Make the assignment available' (Yes/No) and 'Track number of views' (Yes/No). Under 'Choose date restrictions', both 'Display After' and 'Display Until' are checked. The 'Display After' date is set to April 15, 2009, at 05:15 PM. The 'Display Until' date is set to April 30, 2009, at 05:15 PM. A red oval highlights these date and time pickers.

10. Click Submit when finished.

This screenshot is identical to the previous one, showing the 'Assignment Files' and 'Options' sections. The 'Submit' button at the bottom right of the form is circled in red, indicating the final step in the process.