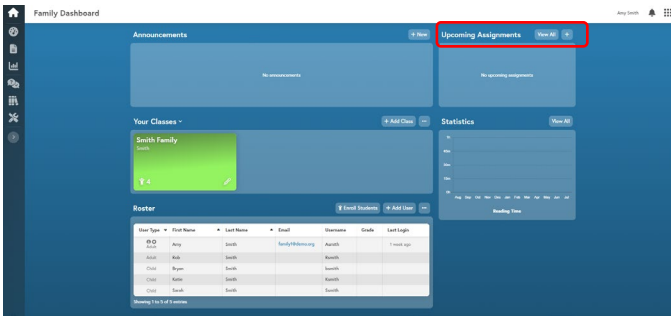


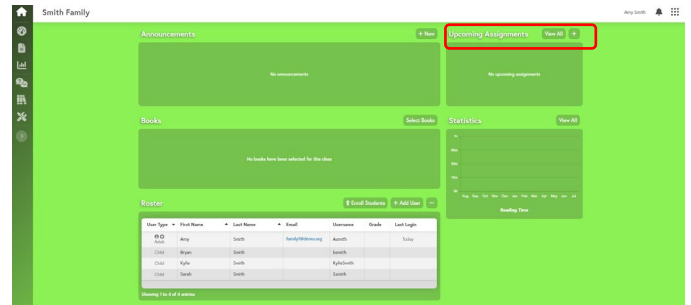
# Creating an Assignment

Step 1: Find "Upcoming Assignments" and Click "+"



## Option 1

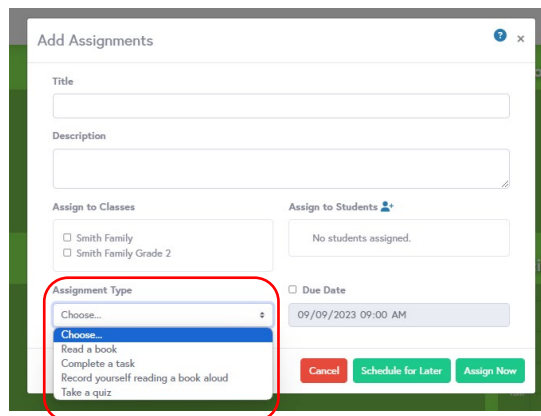
From your Family Dashboard



## Option 2

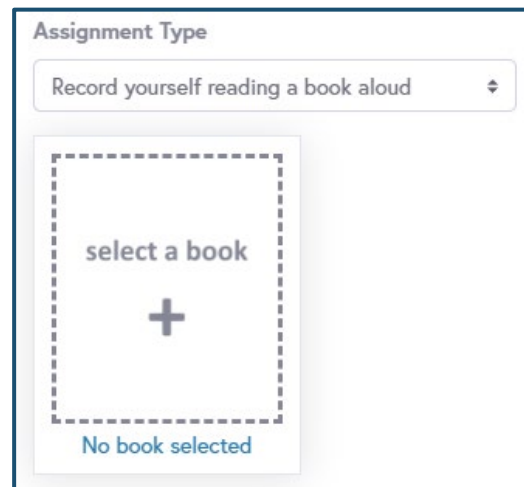
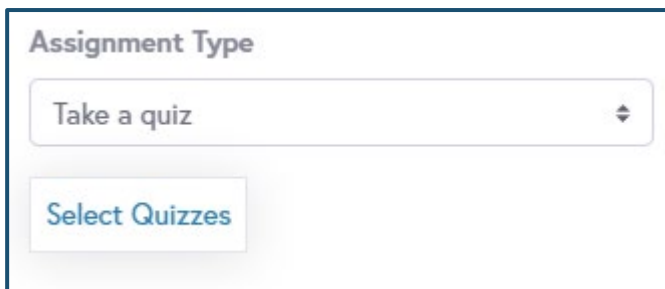
From your virtual classroom

Step 2: Choose Assignment Type



### NOTE:

If assigning a quiz or reading recording, you will need to choose the corresponding eBook and/or quiz.



### Step 3: Title your assignment and add necessary details

The screenshot shows the 'Add Assignments' form. The 'Title' and 'Description' input fields are highlighted with a red border. Below these fields are sections for 'Assign to Classes' (with checkboxes for 'Smith Family' and 'Smith Family Grade 2'), 'Assign to Students' (with 'No students assigned.'), 'Assignment Type' (with a dropdown menu), and 'Due Date' (with a date field set to '09/09/2023 09:00 AM'). At the bottom are 'Cancel', 'Schedule for Later', and 'Assign Now' buttons.

### Step 4: Assign to the respective class

This screenshot is similar to the previous one, but the 'Assign to Classes' section, containing the checkboxes for 'Smith Family' and 'Smith Family Grade 2', is highlighted with a red border. The 'Assignment Type' dropdown menu is also open, showing options like 'Read a book', 'Complete a task', etc.

### Step 5: Set a due date and assign

This screenshot shows the 'Add Assignments' form with the 'Due Date' field and a calendar widget highlighted in red. The 'Due Date' field is set to '09/09/2023 09:00 AM'. The calendar widget shows the month of September 2023, with the 9th of September selected. The 'Assignment Type' dropdown menu is also open.

This screenshot shows the 'Add Assignments' form with the 'Assign Now' button highlighted in red. The 'Due Date' field is now set to '09/09/2023 09:00 AM' with a calendar icon. The 'Assignment Type' dropdown menu is also open.