

# ADDING ASSIGNMENTS

Genesis School Year: 2014-15 Fort Lee School District Fort Lee High School Brianne Baker Online Documentation

Student Data Grading Attendance **Gradebook** Home Gradebook Rosters Assignments Setup Profiles Rubrics Merge Post Grades School Setup Reports

Assignment List Add Assignment Bulk Create Bulk Modify Bulk Copy Year to Year Trash Can

Switch Gradebook H402C/2-World History, MTWRF, Per 2 FY

**1. Click Gradebook**

**2. Click Assignments**

**4. Click Assignments**

**3. Choose a class**

## Create Assignment for World History

\*Assignment Name: Example Assignment

**5. Title the assignment**

Seq:

\*Column Header: Example Assignm

Group: No groups in profile

Description:

Assigned Date: 06/15/2015

\*Marking Period: MP4

Due Date: 06/15/2015

\*Grade Type: Numeric

\*Category: Summative

**6. Choose a category**

\*Assignment Weight: 1.0

\*Max Possible Score: 100

Label

URL

Assignment Unit: No Units in profile

\*For Parents Module:  Yes  No

\*For Gradebook:  Yes  No

Rubric: No Rubrics in this course

Course / Section: H402C/2 - World History

- H402R/2-World History, FY
- H401C/1-US History 2, FY
- H401C/3-US History 2, FY
- H402R/1-World History, FY
- H402C/1-World History, FY

**\*You have the option to add the same assignment to multiple classes.**

Add assignment after this?:

Save Assignment

**7. Save assignment**

Remain on screen after save