

MY ASSIGNMENTS

LP+365

HELP GUIDE
VERSION 2.0

1. Overview.

My Assignments tile is located on the **School Dashboard** as shown in Figure 1. You can locate assignments from two tiles, one the **School dashboard** and the other on the **Class/Subject Dashboard**.

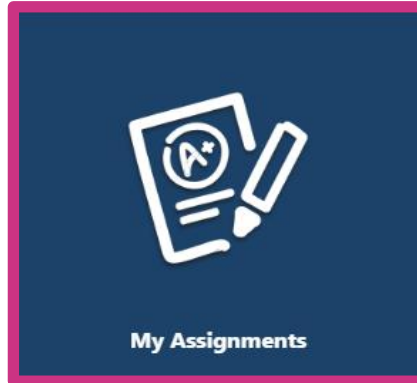


FIGURE 1. MY ASSIGNMENTS TILE ON SCHOOL DASHBOARD

2. Viewing Assignments.

Clicking on the **My Assignments** tile rotates to display a preview of the latest 10 outstanding assignments in descending due date order showing the Assignment title as shown in Figure 2. Assignments are assigned by teachers through the Class Dashboard.

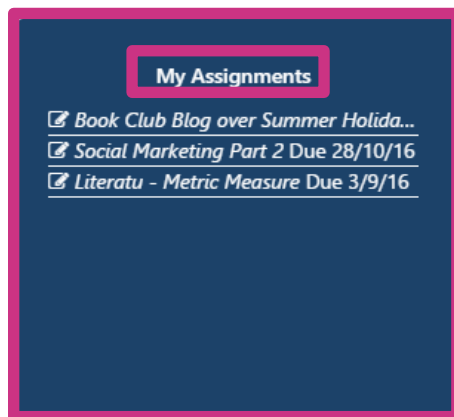


FIGURE 2. MY ASSIGNMENTS PREVIEW

3. Accessing Assignments.

Clicking on the title of **My Assignments** tile will launch a new browser tab to open a view of **Assignments** from all class/subjects as show in Figure 3, this view can be filtered to show **All Items**, **Pending** and **Completed Assignments**.

Clicking on any particular assignment will launch a new pop up window to display the **Assignment Overview** for teachers or the **Learner Assignment Overview** for students.

ASSIGNMENTS - All Items							
Subject	Title	Start Date	Due Date	Status	Grading Criteria	Marking Scheme	
Year 8	What Makes a Great C...	25/04/2016	29/04/2016	Pending	40/D 50/C 60/B 70/A	Summative	
Year 8	Story Writing Task	25/04/2016	25/05/2016	Pending	40/D 50/C 60/B 70/A	Formative	
Year 8	News Paper Article on ...	25/04/2016	27/05/2016	Pending	40/D 50/C 60/B 70/A	Formative	
Year 8	Charlie & the Chocolat...	03/05/2016	03/06/2016	Pending	40/D 50/C 60/B 70/A 8...	Formative	
Class 4A	Design your own MiniB...	05/05/2016	13/05/2016	Pending	40/D 50/C 60/B 70/A	Summative	
BA Hons	Dissertation Proposal	12/05/2016	02/06/2016	Pending	1st,2:1,2,2,3rd	Formative	
BA Hons	Marketing for Athletic ...	12/05/2016	12/06/2016	Pending	1st,2:1,2,2,3rd	Formative	
BA Hons	Buyer Behaviour	12/05/2016	02/06/2016	Pending	1st,2:1,2,2,3rd	Formative	
BA Hons	Global Marketing - Refr...	12/05/2016	12/06/2016	Completed	1st,2:1,2,2,3rd	Formative	
BA Hons	Email Marketing - Dea...	12/05/2016	12/06/2016	Completed	1st,2:1,2,2,3rd	Formative	

FIGURE 3. ASSIGNMENTS VIEW

4. Additional Guides.

For more information, please see below guide:

- H-365-296 Assignments.

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