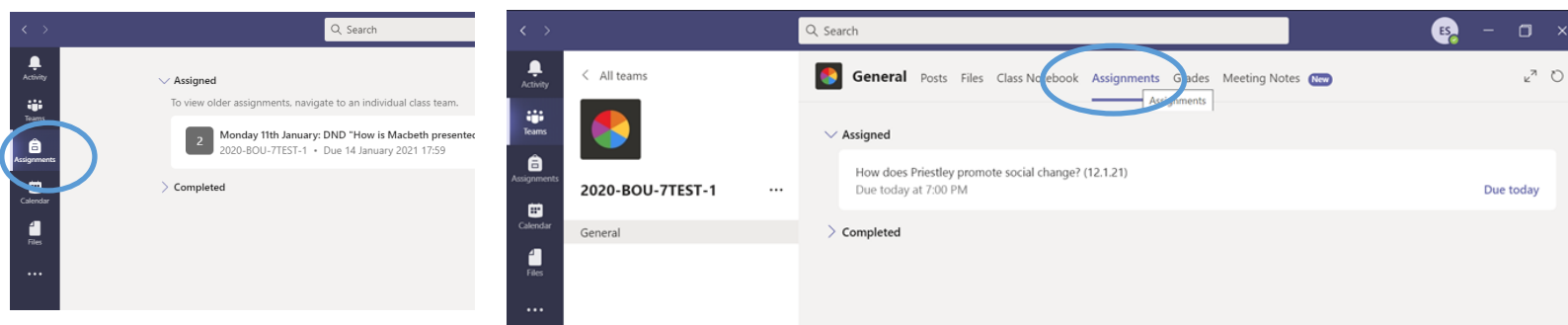


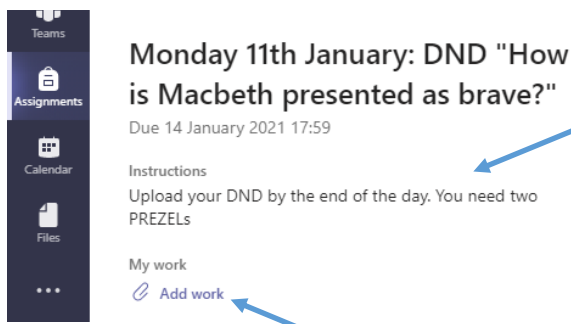
Assignments

When your teacher sets you work to do it will appear under assignments on the left hand side. Or if you click into your class it will show there as well under assignments.



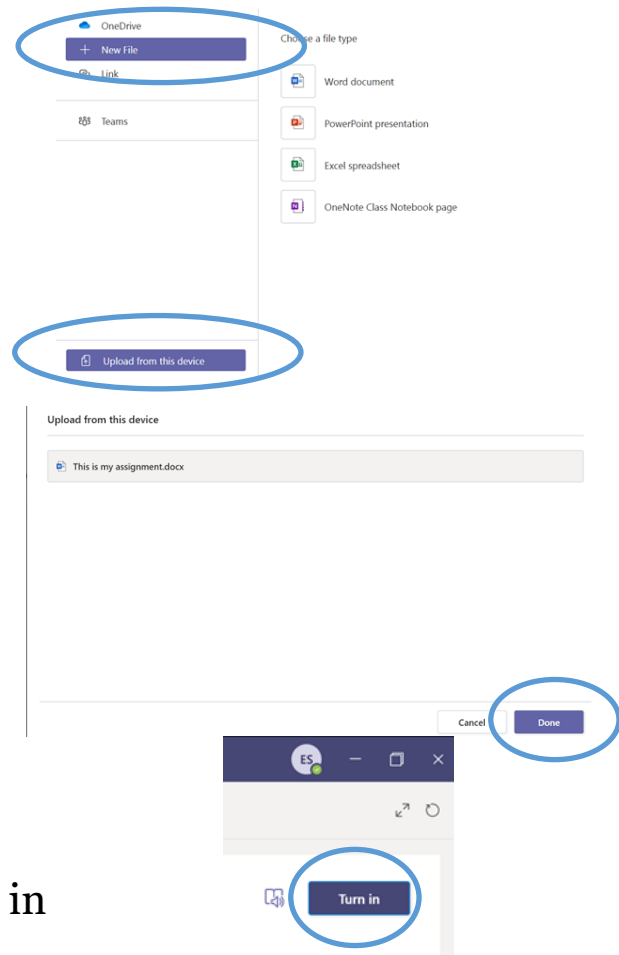
Here you can see assignments that are due, the date that they are due and also assignments you have already completed.

When you click into the assignment it will give you more instructions on what you need to complete.



When your work is completed you need to upload it by clicking 'Add Work'. Then:

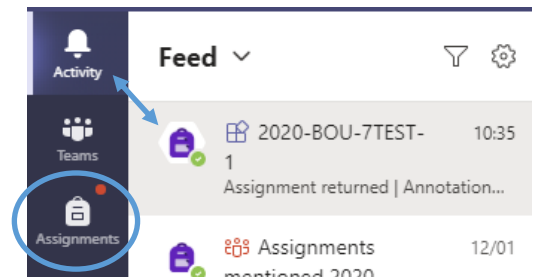
- Select new file
- Chose the type of document you want to upload e.g. Word, PowerPoint, Excel etc.
- Then click upload from this device
- Select your file
- Click done
- Then in the top right hand corner click turn in



Feedback

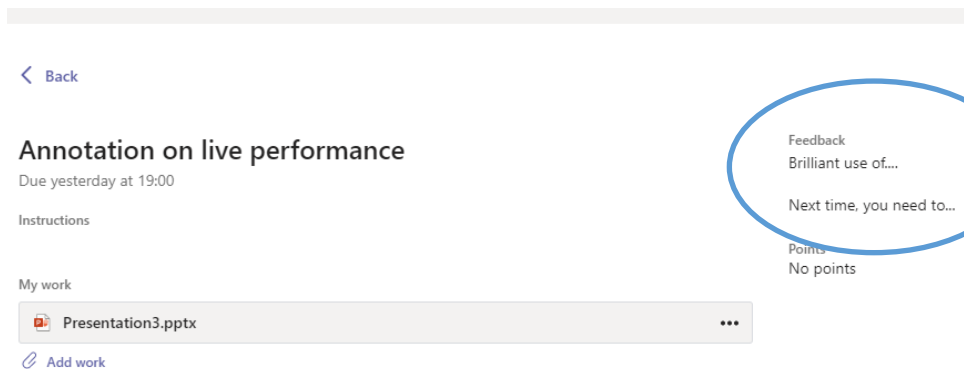
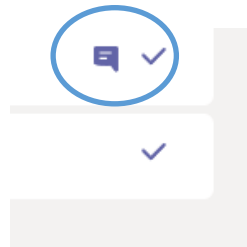
When your teacher has received your work, they will mark it and give you feedback.

When the feedback is given you will receive a notification which will show in 'Activity', you can click on this to view it. Or in assignments a red dot will show so you can click here as well



There are two ways you can view the feedback

1.) Click into Assignments, go to completed, click on the assignment that has a message icon showing and then you can see your feedback.



2.) Click into Teams, select your class, select grades along the top. Then click the message icon with a plus sign which will reveal the feedback.

