Create an Assignment in the Planner

1. In the desired plan, click **Add.** Then click **Assignment**.

2. Enter a **Title** and **Description** of the assignment and attach any necessary files.

Add a student-friendly title.

Write the details of the assignment here.

Add files from your computer, Google Drive or OneDrive.

3. Enter and select assignment options.

     Note: Options can include:

- Visibility to Students
- Deadline
- Standards
- Assessment Scale
- Self-Assessment
- Peer Assessment
- Groups
- Plagiarism
- Anonymity
- and more…

4. Click **Create assignment** when you are finished entering assignment details and selecting assignment options.