



If you have many students, begin typing the student's first name in the box. This will reduce the size of the list and aid in the search.

- ¾ Select the student's name or section of students.

You can add multiple students to the same Assign to box or create multiple Assign to boxes to meet your needs.

- ¾ Add the Due Date and/or Availability Dates

- ¾ Click to Save or Save and Publish

