



# Homework Assignments

## Posting Homework to ParentAccess

1 On the **Class Dashboard** below **Classroom Administration**, click **Post Homework**.



2 At the top right of the grid on the **Homework Search** screen, click **Add New Homework**.

3 In the **Homework Details** section, enter a **Title** and description for your homework assignment.

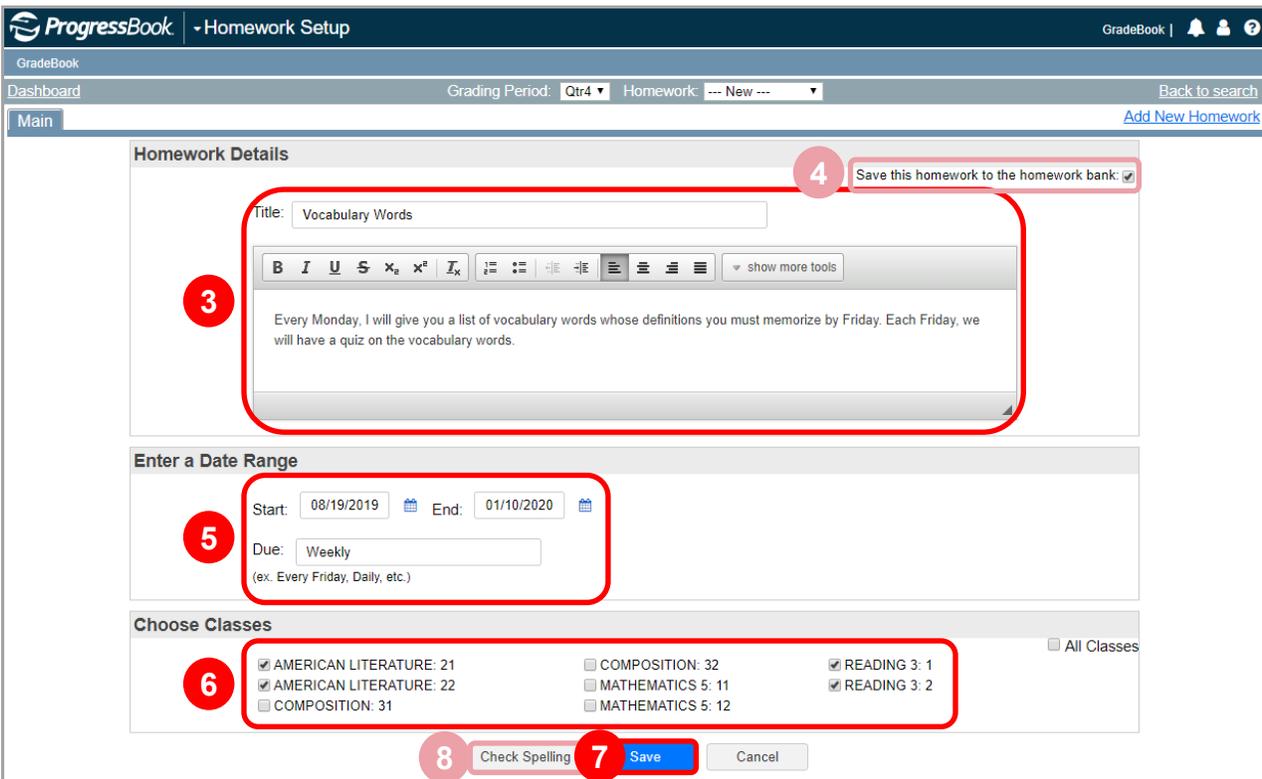
4 (Optional) If you want to save this homework assignment for future use, select the **Save this homework to the homework bank** checkbox.

5 In the **Enter a Date Range** section, in the **Start** and **End** date fields, enter or select the date range during which you want the homework assignment to display in ParentAccess. Then, in the **Due** field, enter the frequency at which you want students to turn in the assignment (e.g., daily, weekly, monthly).

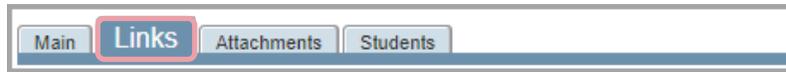
6 In the **Choose Classes** section, select the checkbox beside each class whose students should see the homework assignment in ParentAccess.

7 Click **Save**.

8 (Optional) Click **Check Spelling** to run a spellchecker on your homework description.



- 9 (Optional) On the **Links** tab, add any appropriate links for the assignment. Click **Save**.



- 10 (Optional) On the **Attachments** tab, add any appropriate attachments (documents) for the assignment. Click **Save**.

*Note: You must add the **Seq No.** and the **Name** and click **Save** before you can upload a file.*



- 11 (Optional) On the **Students** tab, select the checkbox(es) beside any student(s) who should not see the homework assignment in ParentAccess. Click **Save**.



## Homework Search Screen

**Import previous homework assignments from the Homework Bank**

**Search for homework assignments**

**Select a checkbox in the Del column (and then click Delete) to delete any homework that was not entered as a GradeBook assignment\***

**Click a name to view the Assignment Details screen or Homework Setup screen for the assignment**

Description	Start Date	End Date	Due	Del
Vocabulary Words		1/10/2020	Weekly	<input type="checkbox"/>
	9/2/2019	Daily		<input type="checkbox"/>
	7/29/2019	8/10/2019	8/10/2019	*
	8/3/2019	8/10/2019	8/10/2019	*
	8/5/2019	8/9/2019		<input type="checkbox"/>
	8/4/2019	8/9/2019	8/9/2019	<input type="checkbox"/>
	8/4/2019			
	8/2/2019			
Figurative Language IV	8/4/2019			*
District Common Assessment IV	8/2/2019			*
Synonyms IV	8/3/2019			*
Short Story Extension IV	8/2/2019			*
Which Word is a Noun IV	8/2/2019			*
Reading Section Notes IV	8/4/2019	8/7/2019	8/7/2019	*
Romeo and Juliet Act 1 IV	8/2/2019	8/7/2019	8/7/2019	*
Commas IV	8/4/2019	8/6/2019	8/6/2019	*
Correct the Error(s) on Each Sentence IV	8/5/2019	8/5/2019	8/5/2019	*
Parts of Speech IV	8/5/2019	8/5/2019	8/5/2019	*
Correct the sentence IV	8/5/2019	8/5/2019	8/5/2019	*
Materials Check IV	4/26/2019	4/26/2019	4/26/2019	*
Short Story Notes IV	4/10/2019	4/10/2019	4/10/2019	*
Chapter Reading/Vocab Quiz IV	3/20/2019	3/25/2019	3/25/2019	*

\* Homework was entered as GradeBook assignment

Delete