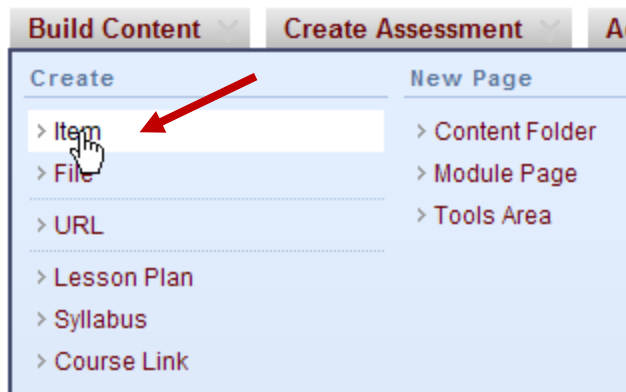


# Create Ungraded Study Assignments

1. Within the Content area, cursor over <Build Content> and click <Item>.



2. Name the assignment and add instructions to block.



## Create Item

A Content Item is any type of file, text, image, or link that displays to users on a Content

★ Indicates a required field.

**1. Content Information**

★ Name

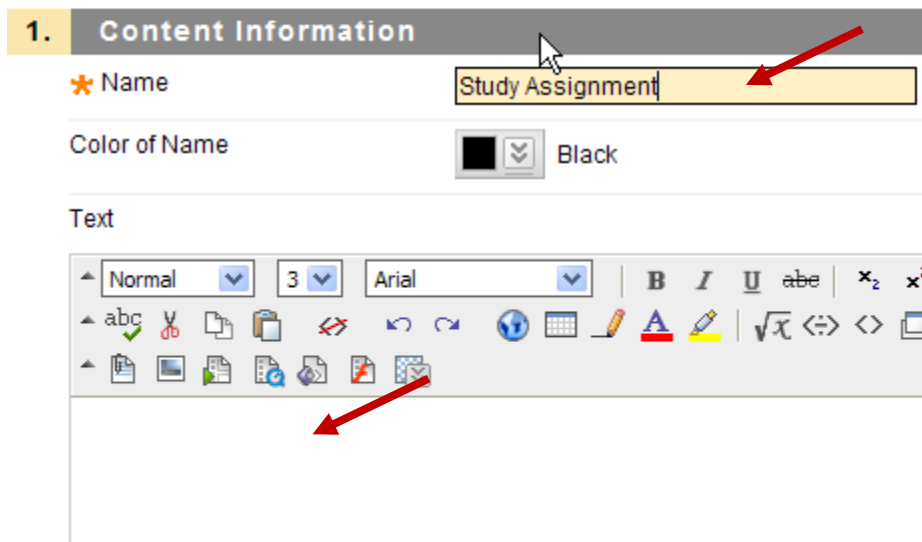
Color of Name  Black

Text

Normal 3 Arial B I U abc x<sub>2</sub> x<sup>2</sup>

abc ✓ ✂ 📄 📁 ↶ ↷ 🌐 📅 🖋️ 🎨 | √x ↔ <> 📄

📄 📄 📄 📄 📄 📄

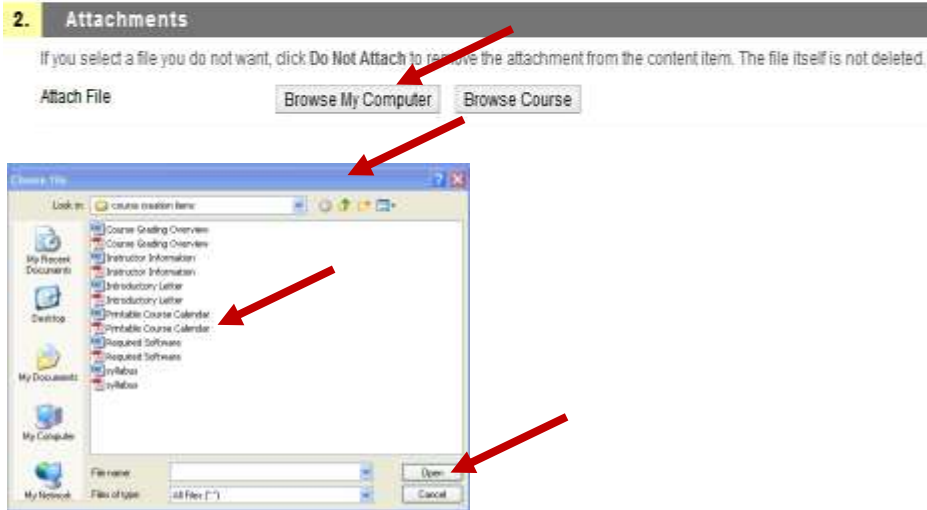


A screenshot of a form titled '1. Content Information'. The form has a 'Name' field with a red asterisk and the text 'Study Assignment'. Below it is a 'Color of Name' field with a color picker set to 'Black'. Underneath is a 'Text' field with a rich text editor toolbar. The toolbar includes options for font style (Normal), size (3), font face (Arial), bold (B), italic (I), underline (U), text color (abc), and background color (x<sub>2</sub> x<sup>2</sup>). Below the toolbar are icons for undo, redo, link, unlink, insert image, insert video, insert audio, and insert link. A red arrow points to the 'Name' field, and another red arrow points to the 'Text' area.



# Create Ungraded Study Assignments

3. Attach file if necessary. This should be PDF if read only;



4. Make decision on assignment availability and whether or not to track.
5. Key in display date options and click submit.

