Create an Assignment

a) Go to your Course
b) Control panel
c) Content area
d) Folder (if applicable)
e) +Select – choose Assignment
f) Press Go
g) Give assignment a name
h) Choose a color for the assignment’s name
i) Assign the maximum number of points possible
j) Write out instructions

k) Will users be able to view the assignment (yes or no)?
l) Should Blackboard track the number of times students open this assignment (yes or no)?
m) Select the range of dates the assignment should appear.
n) Attach any desired files and enter the name that will appear
o) Click Submit