

STUDENT SUPPORT RESOURCES CALENDAR & FINDING ASSIGNMENTS

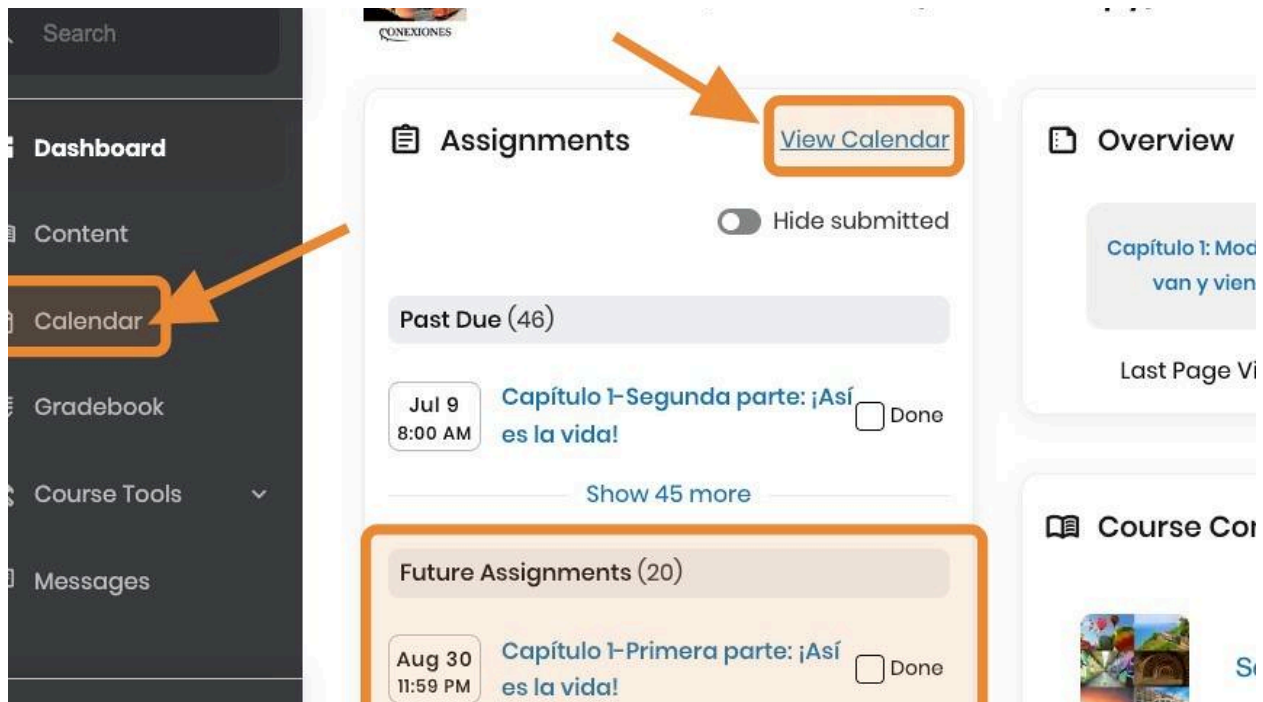


You can find your assignments in two places.

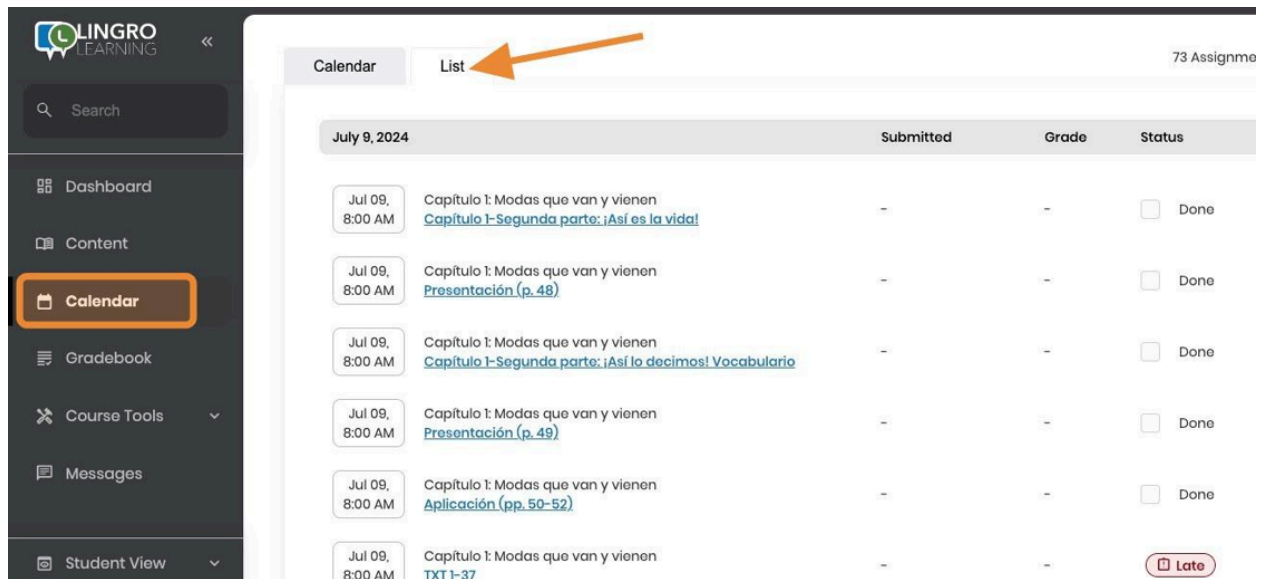
1. In your **Dashboard**, your upcoming assignments will appear under **Future Assignments** in the **Assignments** section.

OR

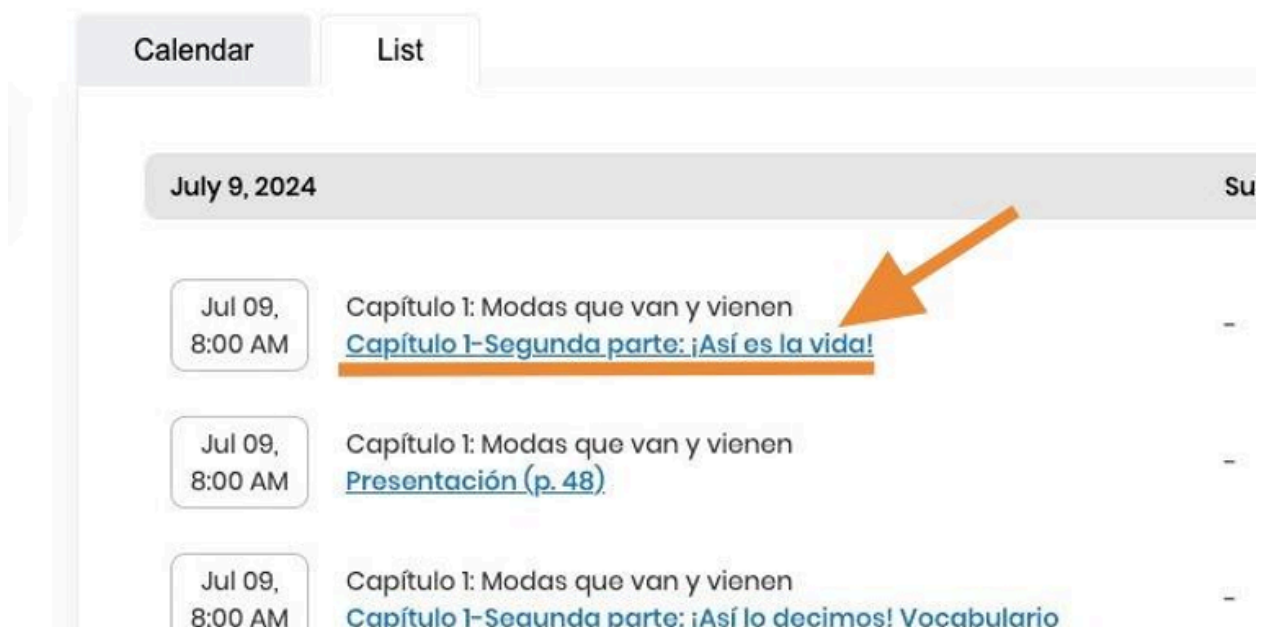
2. To view **ALL** your assignments, go to your course Calendar by either clicking "**View Calendar**" in the Assignments section on your Dashboard OR click **Calendar** in the left navigation menu.



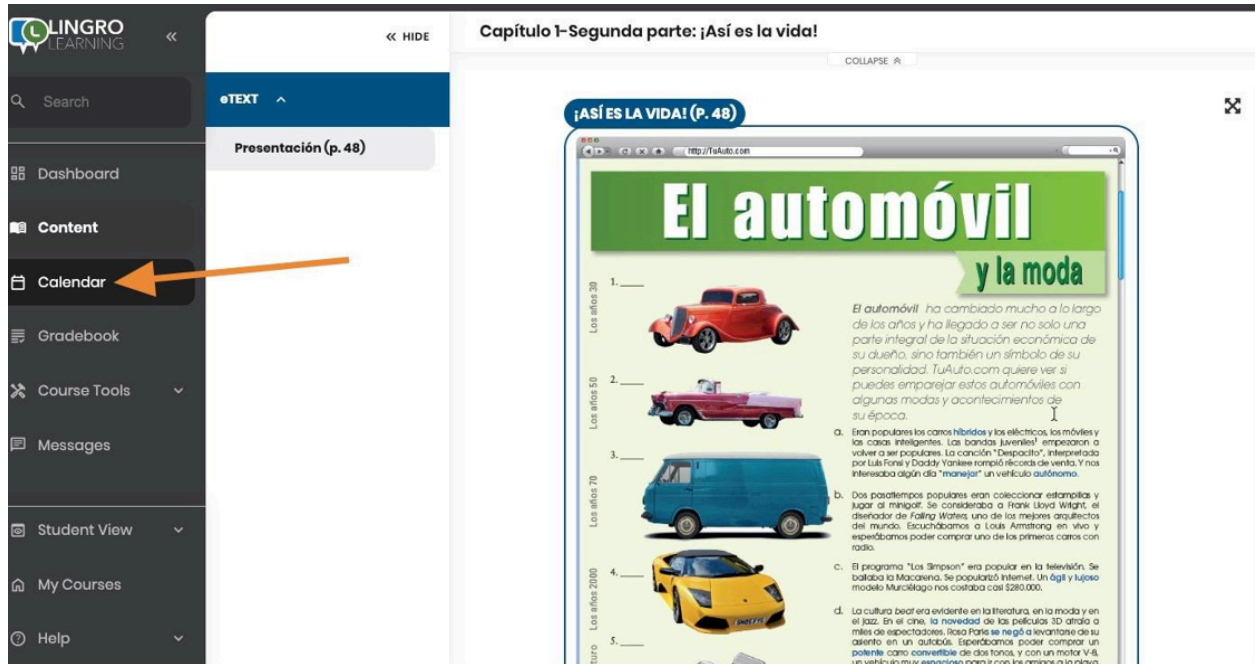
Once in your Calendar, you can view it in **List** view (seen here) or in **Calendar** view (shown as a full calendar). You can easily toggle between List and Calendar views using the tabs at the top of the screen.



To access an assignment (could be an assigned reading or an activity to complete), simply **click on the linked item**.

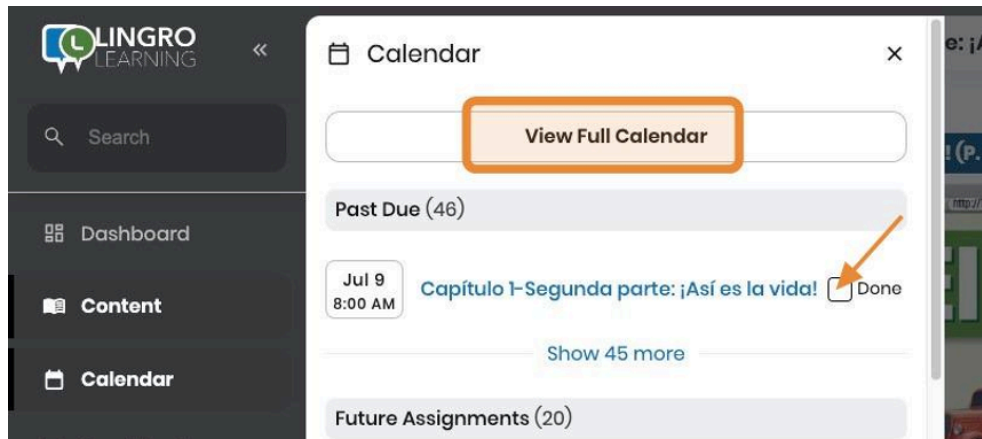


The page containing the assignment will appear.



To return to your **Calendar** and view your other assignments for the day, simply click **Calendar** in the left navigation menu.

A pop-up window will appear with a small view of the calendar.

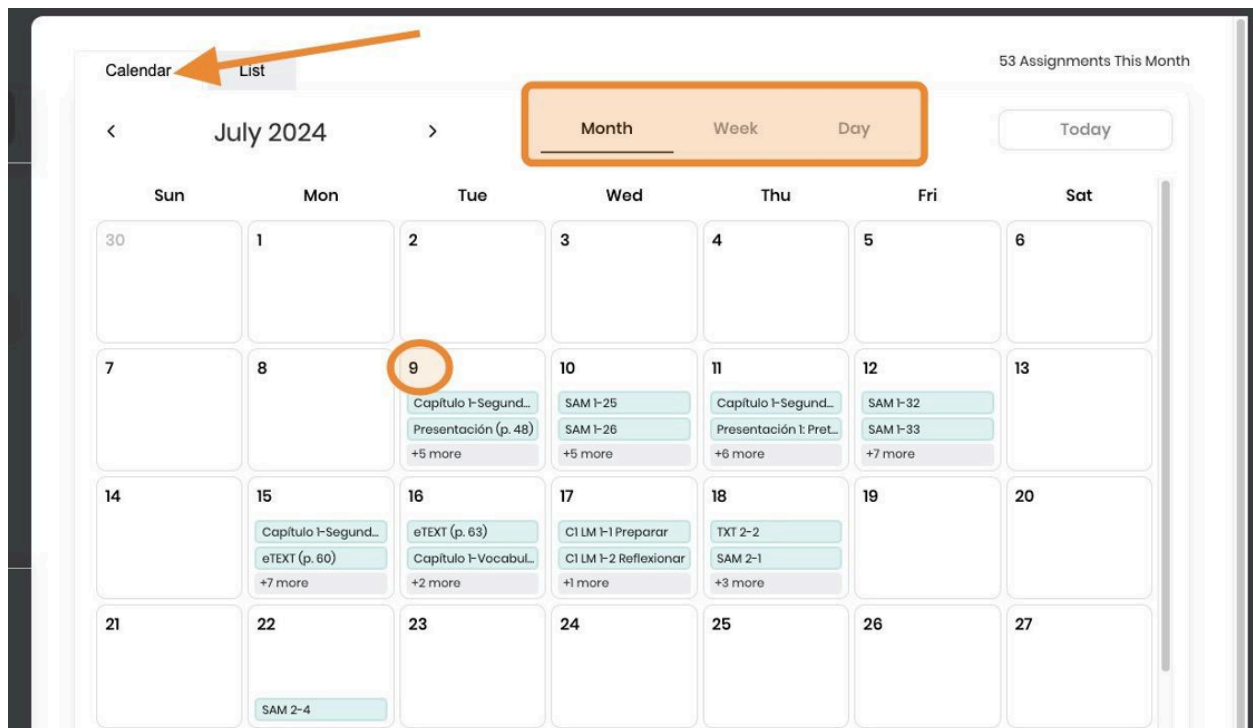


You can choose your next assignment from here, or click on **View Full Calendar** to return to your course Calendar.

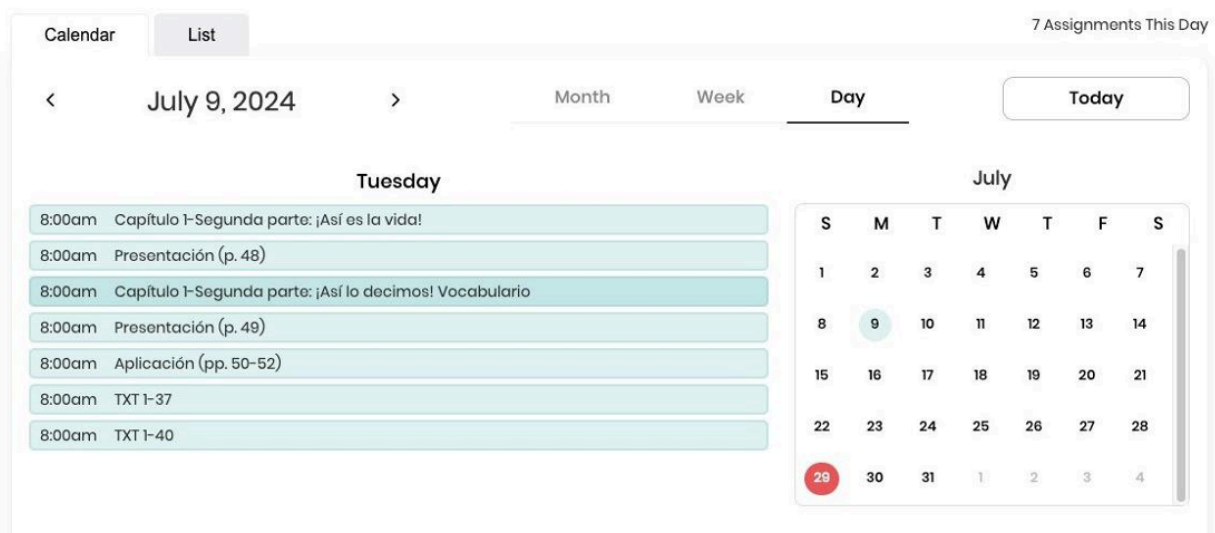
NOTE: You also have the option to mark an *ungraded* item (like a reading or a video) complete by checking the **Done** box next to the completed activity. For graded items, you will need to submit them in order for them to be marked complete.

Back in the course Calendar, you can toggle to **Calendar view** to view it in **Month**, **Week**, or **Day** calendar format.

To view a **particular day's assignments**, simply click on the day on the calendar.

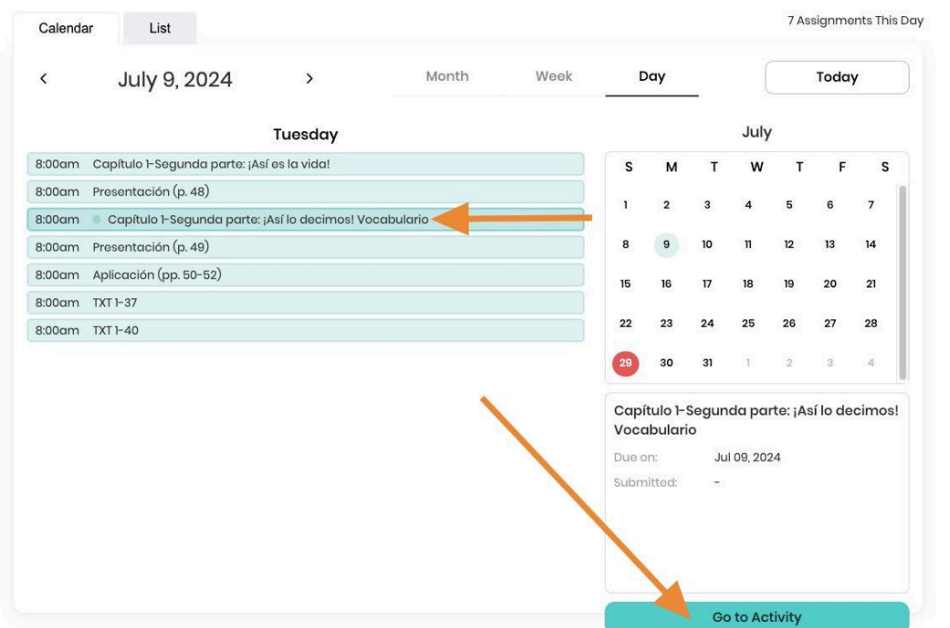


The assignments that need to be completed *this* day will appear.



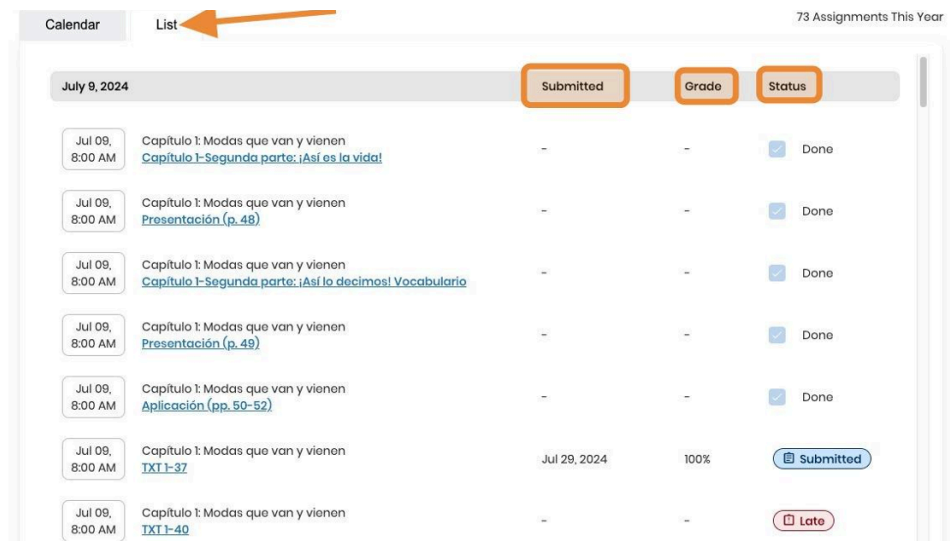
NOTE: Depending on the due time of the assignments, you may see assignments that are due **THIS** day or due the **NEXT** day. (In this example, we see all the assignments that are due the **NEXT** day since they are due at 8AM.)

To view an assignment, simply click on the assignment, then click **Go to Activity** in the bottom right corner.



Toggle back to **List** view to see details like:

- When you **Submitted** the assignment
- Your **Grade** on the assignment (if it is a graded item)
- The **Status** of the assignment, ("Done" option for non-graded items, and Submitted or Late for graded items)



Using the **Calendar** is a great way to stay organized and ensure you are on track to succeed in your LingroHub course.