



## Creating Your First Assignment

Scoutlier is a highly adaptive tool that is designed to help you quickly transform your teaching to work effectively and equitably in any situation: in the classroom, at home, in a lab, on a field trip. Anywhere. Anytime. Let's walk through creating a lesson via Scoutlier and reviewing student responses.

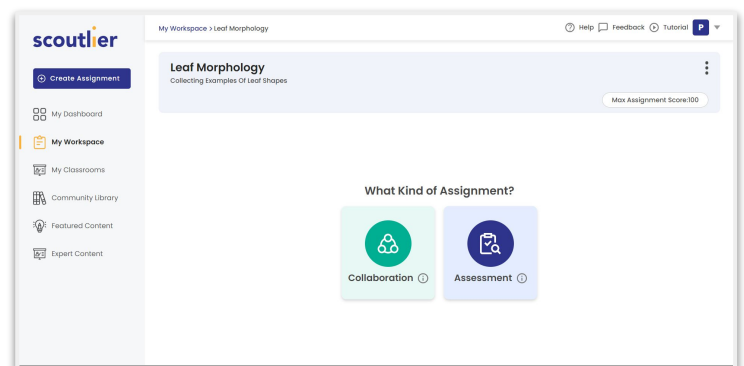
Click the Create Assignment button to start your first assignment.

- **Title:** Enter the title of the assignment.
- **Description:** Enter the description of the assignment.
- **Folder:** Select the folder. You can create folders in My Workspace.
- **Grading:** Choose between the default grading which allows you to assign an overall grade or itemized and auto grading feature.
- **Add Resources:** You can add links and resources for your students here or in a later step.
- **Lesson Starter:** Allow AI to use the title and description to suggest tasks, steps and resources that can be edited. *Currently in beta.*
- Click Create Assignment

### What Kind of Assignment?

Here you can choose between

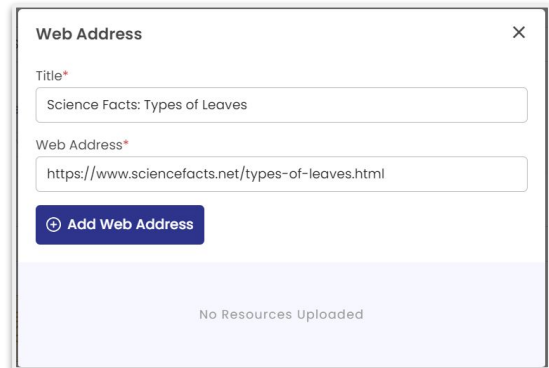
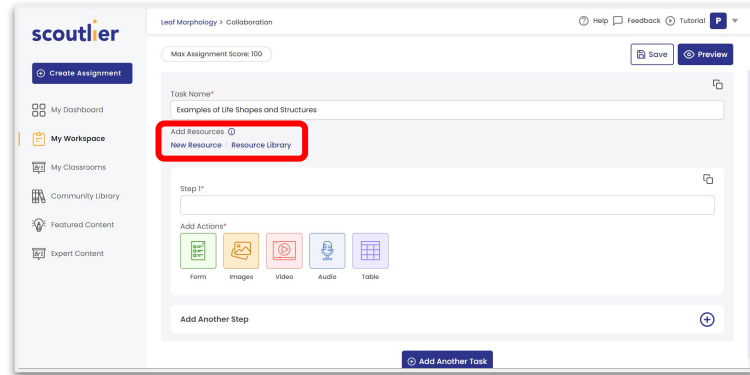
- **Collaboration:** where students can see each other's submissions.
- **Assessment:** when only the teacher can see the students work.



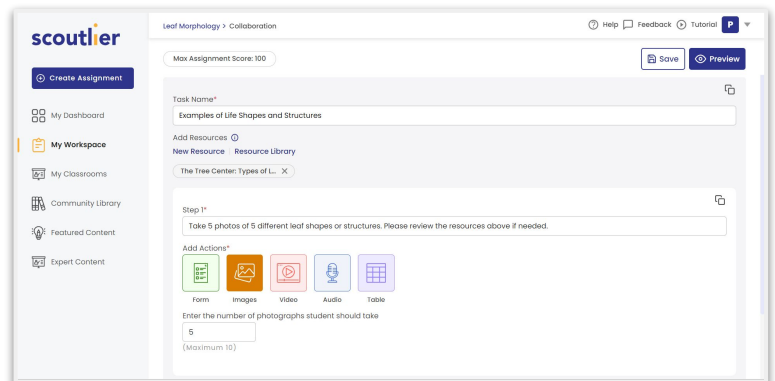


Now let's build the assignment details.

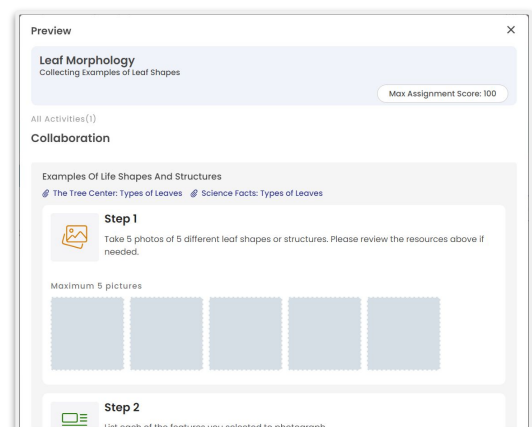
- Add Activity
- Insert Task Name
- Insert instruction details for Step 1 and add a Learner's Choice (Form, Images, Video, Audio, Table or Information)
  - You can choose multiple choice for a step.
  - If you are utilizing the grading feature, the option to insert a score will be to the right of the choices.
- You can add resources such as web links, videos and tasks for students to complete.
  - To add resources add a title and provide a link. Then click Add Web Address and Add Resources.
- You can add as many tasks and steps as needed.



In this example we have asked the students to submit photos of leaves and explain with text why they selected them. We could have had students give an audio or video response, answer a multiple choice question, or create a table.



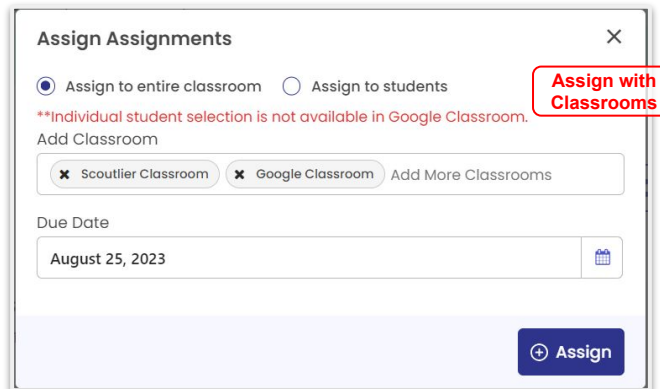
Clicking on **Preview** will allow you to see what the assignment will look like in the student view.



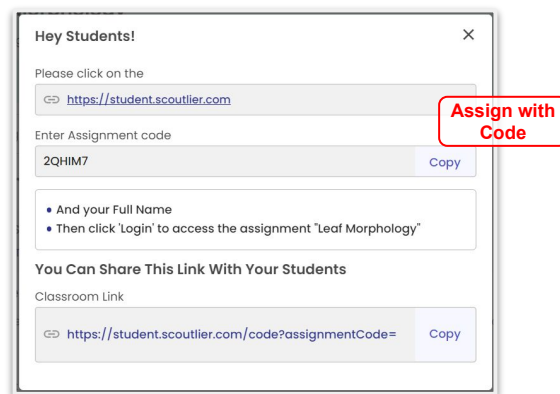


When you save the assignment you will be able to assign it to students.

If you are using Google Classroom or Scoutlier Classroom you can select the classes and due date.

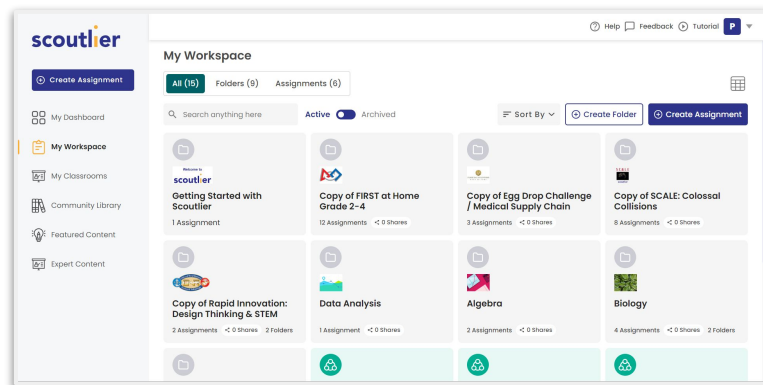


You can also share an assignment with a code or a link. Just copy the link with the code and share via email or your LMS.



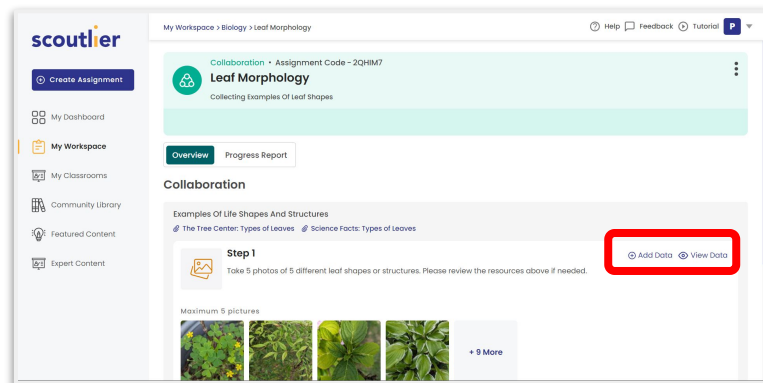
Your assignments will appear in **My Workspace** and under the "Assignments" tab.

If an assignment is assigned to students, it will appear in **My Dashboard** and you will be able to see student activity.



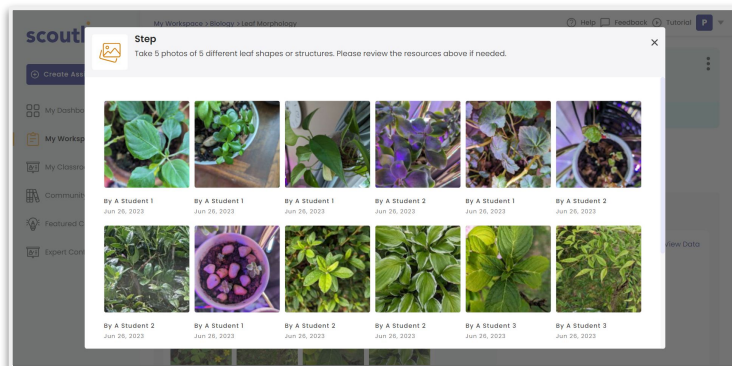
When you open the assignment you will see the student results submitted in the "Overview" tab.

Clicking on **View Data** on the right will allow you to see all the results submitted.

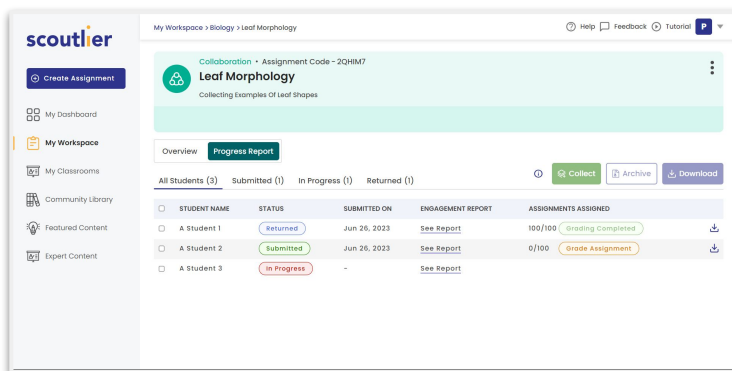




Each photo is labeled with the student's name. If this was a collaborative assignment students would also be able to see all the submissions.

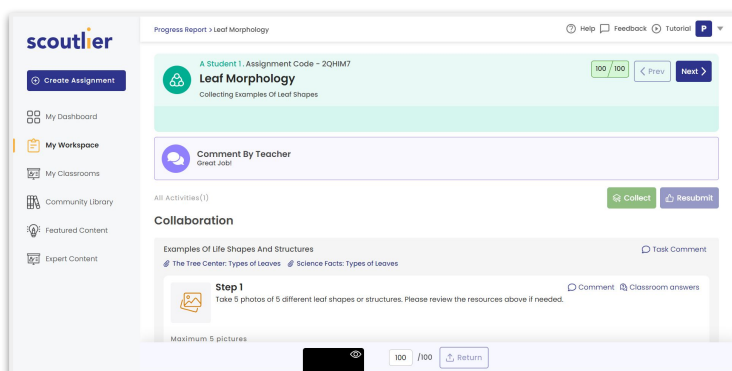


In the **Progress Report** tab you can see individual student progress.



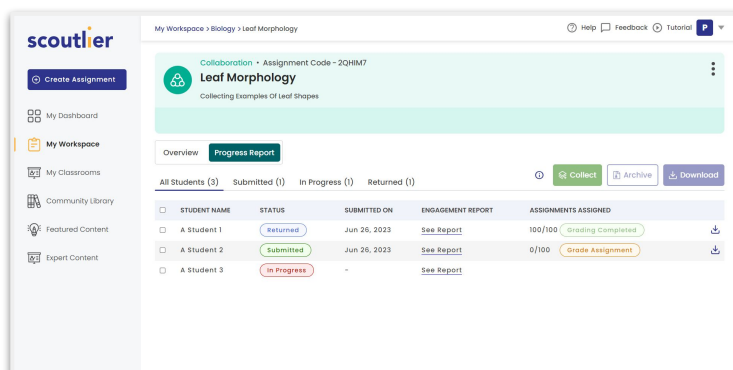
Select a student to review their work and enter a grade.

If you are not satisfied with a student's work you can click on Resubmit and ask them to resubmit part or all of the assignment.

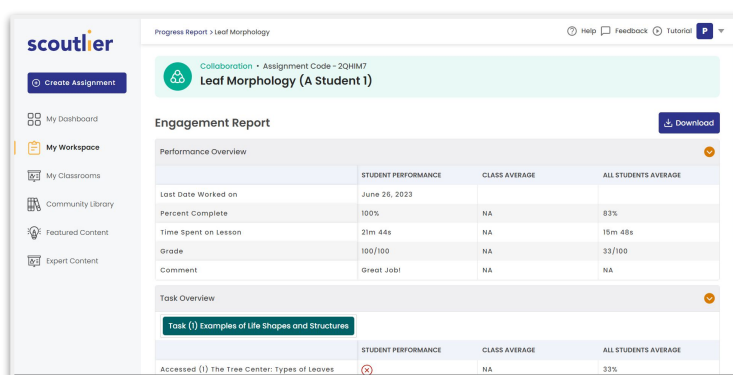




Select **“See Report”** under Engagement Report to compare one student's performance to the class's performance and all students performances.



At the top, compare the student's overall performance for the activity. You will find information about a student's grade, time spent of the lesson, percent complete, and the last date they worked on the lesson.



Below that, compare the student's performance for each task. You can see if the student accessed the resources, viewed their peers' responses, time spent on each step, whether the step was completed, and other information about the student's responses.

