

## Teachers—Manage Coursework and Modify Assignments

### Introduction

This guide reviews how to manage coursework and modify assignments on SuccessNet Plus.

### Manage Coursework

After logging in to your SuccessNet Plus teacher account, you will be on the teacher Home page. Select the Classes tab at the top, click the Class title, or click **Enter Class** from the Classes dashboard.

If you are not on the Manage Coursework page, click **Manage Coursework**. Here you will see a list of the coursework for this class.

Name	Shown To	Assigned	Order
Lesson 1-1: Expressing Rational Numbers with Decimal Expansions Started Due: Due on 11/27/2012 at 11:00:00 PM 1-1 Homework	All	All	
Lesson 2-1: Solving Two-Step Equations Not started Past due: Due on 11/28/2012 at 11:00:00 AM	All		
Lesson 1-2: Exploring Irrational Numbers Started Due: Due on 11/29/2012 at 8:00:00 AM	All		
Unit D Readiness Assessment Begin Assigned	All		

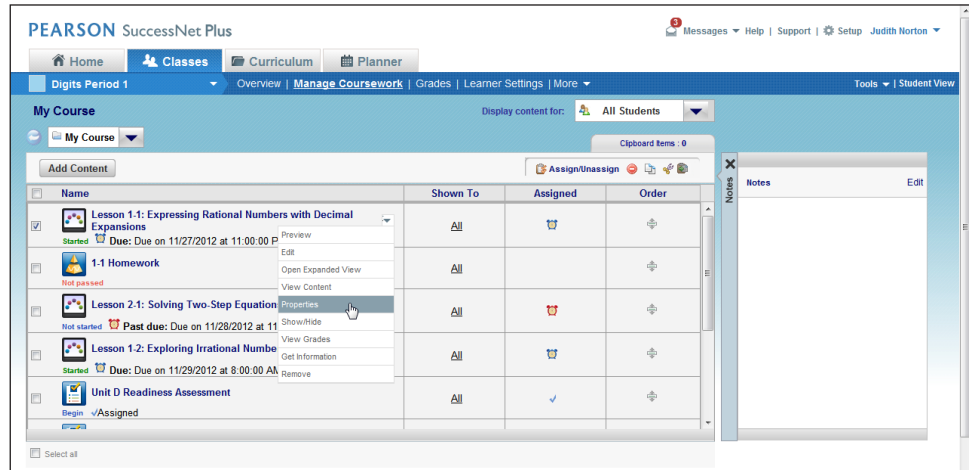
### Assign/Unassign

To unassign content, select one or more assignments, and click **Assign/Unassign**. Unassigning content does not remove it from the list. If you want to reassign the content at a later date, click **Assign/Unassign** again. Notice that the reassigned activity does not have a due date.

Name	Shown To	Assigned	Order
Lesson 1-1: Expressing Rational Numbers with Decimal Expansions Started Due: Due on 11/27/2012 at 11:00:00 PM 1-1 Homework	All	All	
Lesson 2-1: Solving Two-Step Equations Not started Past due: Due on 11/28/2012 at 11:00:00 AM	All		
Lesson 1-2: Exploring Irrational Numbers Started Due: Due on 11/29/2012 at 8:00:00 AM	All		
Unit D Readiness Assessment Begin Assigned	All		

## Modify Assignments

To modify an assignment, move your pointer over the title, click the down-arrow next to the title, and then select **Properties**.



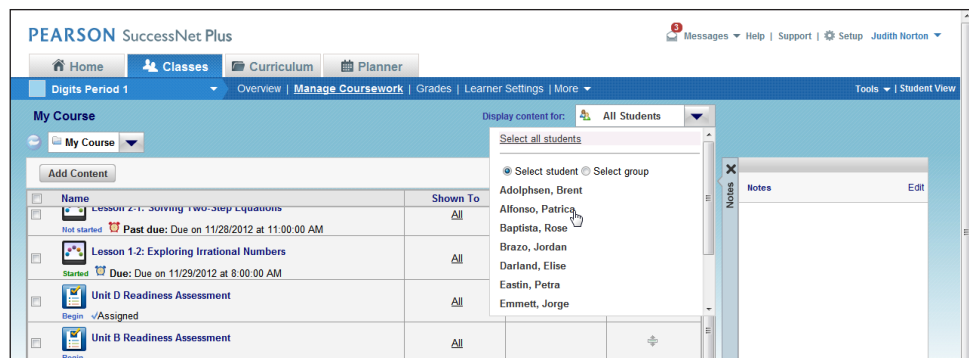
You will now see the assignment window where you can modify the due date and content availability. You can also change the assignment to selected students. Make your changes, and click **Save**.

## Remove or Delete Assignments

If you want to permanently remove an assignment, select one or more assignments, and click the red icon with the minus sign. Notice that Remove displays when you hover over it. If a student has already opened or started an activity, a pop-up message appears to let you know that the assignment cannot be deleted.

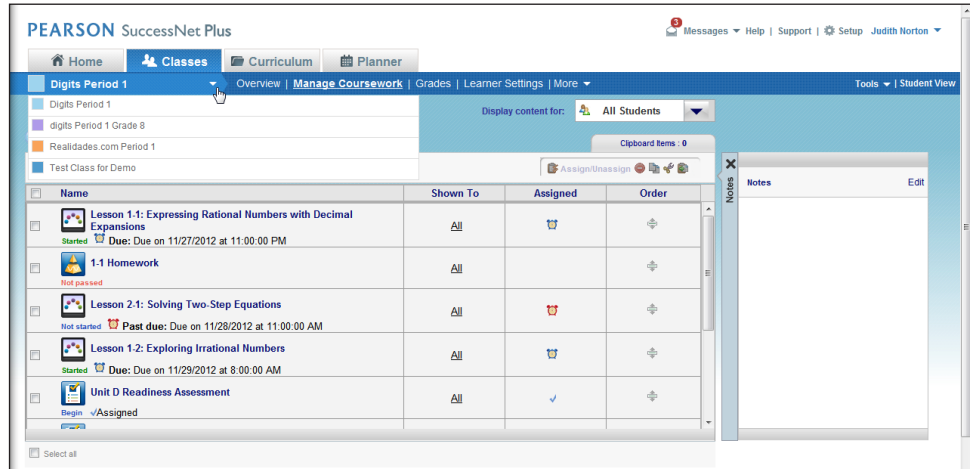
To delete an activity that a student has already started, move your cursor over the title of the assignment, click the down arrow, and select **Delete Assignment**. A pop-up message appears to let you know that deleting this assignment will remove all submissions and any grades earned for the assignment. The assignment will also no longer appear on your students' To Do lists and Calendars—if enabled for this course—however, the assignment will remain in your Manage Coursework view and Student and Teacher Gradebooks if you want to reassign it.

To personalize a due date for a select student, click the arrow next to Display content for, and select the name of the student.



Then, move your pointer over the title of the content, click on the arrow, and select **Personalize Due Date**.

To modify assignments for another class, click the arrow next to the class name, and select another class.



To return to your Home page, click the Home tab.

## Review

This guide reviewed how to manage coursework and modify assignments on SuccessNet Plus.