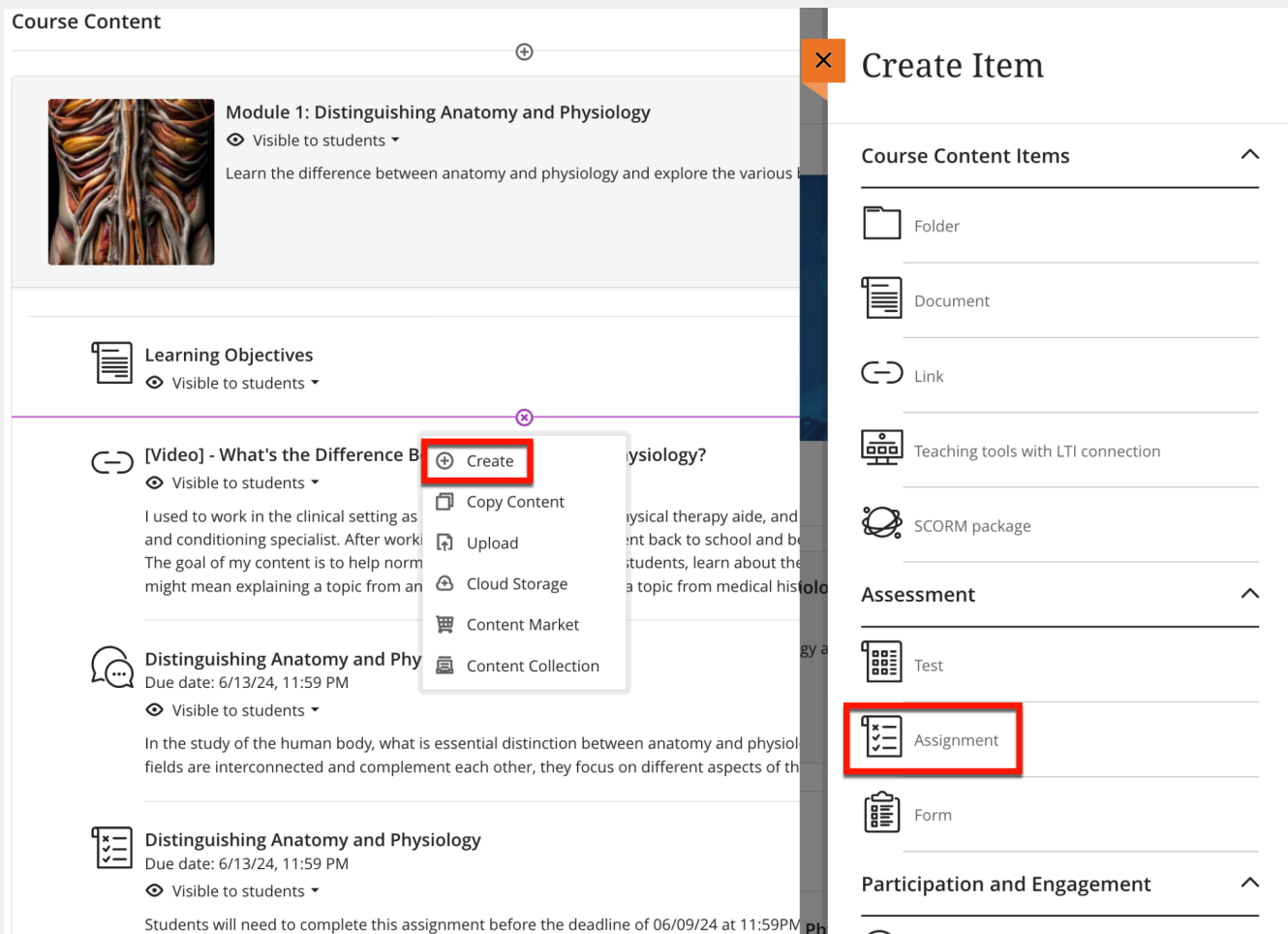## Create Assignments

Assignments are always available to instructors in the Ultra Course View.

You can create assignments alongside other content. Students can access their work next to the content they need, right when they need it. You can also create a group assignment and release it to one or more groups in your course.

Feel free to experiment! Students can't see what you add until you make your assignments visible.
The Course Content page is open with the plus sign selected, the "Create" button clicked and the "Assignment" button highlighted.

On the Course Content page, select the plus sign wherever you want to add an assignment. In the menu, select **Create** to open the **Create Item** panel and select **Assignment**. The New Assignment page opens.

Distinguishing Assignments and Tests in Ultra

Assignments and Tests (grouped under Assessments in the Course Content Items panel) share the same user interface and options. Many options in the settings are enabled or disabled based on whether at least one question is included in the assessment.

In practice, instructors use these assessments differently. For example, you might create an assignment with instructions for students to submit a file for a grade. In a test, students may answer a series of questions you've added to the assessment.

To distinguish between assignments and tests, and to highlight workflows with and without questions, the discussion of assignments will emphasize a workflow without added questions. You may easily add questions to your assignment if you choose.

The New Assignment page
There are three customizable components on the new assignment page:
1. add assignment content
2. control assignment visibility to students
3. apply assignment settings

Provide a descriptive title so students can easily find the assignment among your course content. On the Course Content page, the title appears as the link students select to view the materials. If you don't add a title, "New Assignment" and the date appear in the content list. If you don't add content, the assignment won't appear on the Course Content page.

Adding Assignment Content
Select the plus sign to open the menu to add text, files, and questions.

Create your assessment

Select the plus icon to get started

⊕

✓ Allow students to add content at end of assessment

Students can add text, images, and files here.

You can add files and text, such as instructions, to the assignment. You can also add files from cloud storage, such as OneDrive® and Google Drive™. These options are found towards the bottom of the add assignment content menu.

✦	Auto-generate question
⊕	Add question pool
⊕	Add Calculated Formula question
⊕	Add Calculated Numeric question
⊕	Add Essay question
⊕	Add Fill in the Blank question
⊕	Add Hotspot question
⊕	Add Matching question
⊕	Add Multiple Choice question
⊕	Add True/False question
⊕	Reuse questions
⬆	Upload questions from file
𝕋	Add text
⬆	Add local file
☁	Add file from Cloud Storage
→	Add Page Break

Auto-generate assignments

AI plagiarism is a growing concern in education. Research indicates a variety of issues with a reliance on AI detection. Detection models cannot keep up with advancements in AI technologies. Learn empowers you to take advantage of the effective practice of authentic assessment. With the AI Design Assistant feature, you can auto-generate assignment prompts that encourage students to:

- engage in higher-order thinking
- apply knowledge gained from your class
- produce authentic submissions that are evidenced
- emulate real-world situations

Assignment prompts are generated based on course context. On the assignment creation page, select **Auto-generate assignment**.

Introduction to Anatomy_24SP

New Assignment 7/8/24

Hidden from students ▾

Content and Settings   Submissions (0)   Student Activity   Question Analysis

Create your assessment

Select the plus icon to get started

⊕

◉ Allow students to add content at end of assessment

Students can add text, images, and files here.

Assignment Settings ⚙

📅 **Due date**
3 weeks
Fri Aug 2, 2024 11:59 PM (CDT)

📄 **Grade category**
Assignment

📋 **Grading**
Points | 10 maximum points
Post grades manually when assessment is graded. Change grade posting setting.

☑ **Attempts allowed**
1 attempt

📝 **Originality Report**
Enable SafeAssign

You're brought to the **Auto-Generate Assignment** page.

Introduction to Anatomy_24SP

Auto-Generate Assignment

Define the assignment

Description

Enter a description or set of keywords...

▤ Select course items

Selected course items will be used to help improve suggestions.

Desired cognitive level

Inspire me!   ▾

Complexity

Low ———●——— High

☑ Generate assignment title

Advanced options   ⌄

✦ Generate

ⓘ This is auto-generated content and needs to be checked for accuracy and bias

◉ **Exploring Body Systems Interaction**

Explain how different body systems interact with each other to maintain homeostasis in the human body. Choose two body systems and describe their functions, structures, and how they work together to regulate a specific physiological process. Support your explanation with a diagram illustrating the interconnections between the chosen body systems. Additionally, provide an essay discussing the importance of maintaining homeostasis and the potential consequences when this balance is disrupted. Your essay should include a reference list citing at least three credible sources.

Cognitive level: Analyze

○ **Ethical Considerations in Anatomy**

Discuss the ethical considerations associated with the use of cadavers in medical education. Explore the cultural, historical, and legal perspectives surrounding the acquisition and utilization of cadavers for anatomical study. Create a presentation that highlights different viewpoints and controversies related to the ethical use of cadavers in education. Include a mock scenario where you present an argument for or against the use of cadaveric dissection in anatomy education. Support your arguments with evidence from at least four credible sources.

Cognitive level: Evaluate

○ **Innovations in Medical Imaging**

Investigate the advancements in medical imaging technologies and their impact on the field of anatomy. Analyze how imaging techniques such as MRI, CT scan, and ultrasound have revolutionized the diagnosis and treatment of anatomical conditions. Develop an infographic or leaflet that showcases the benefits, limitations, and applications of each imaging modality. As part of your submission, include an interview with a healthcare professional discussing the importance of medical imaging in their practice. This interview should be recorded as a podcast or speech. Finally, reflect on a real-life

Cancel   Add

The AI Design Assistant generates three assignment prompts. You have several ways to define the prompts that the AI Design Assistant generates.

- Enter a description (limited to 2000 characters) to narrow the focus of the prompts
- Select the desired cognitive level
  - Inspire me! (provides you with a mix of levels)
  - Apply
  - Analyze
  - Evaluate
  - Create
- Adjust the complexity of the prompts' focus by moving the slider
- Select whether or not you want to generate a title for the prompts
- Select the arrow beside **Advanced options** to change the output language

Optionally, you can select which course items you'd like the AI Design Assistant to provide context for the assignment prompts. Select **Select course items** to start.

Select the box beside any course content item to include it in the context for your test.
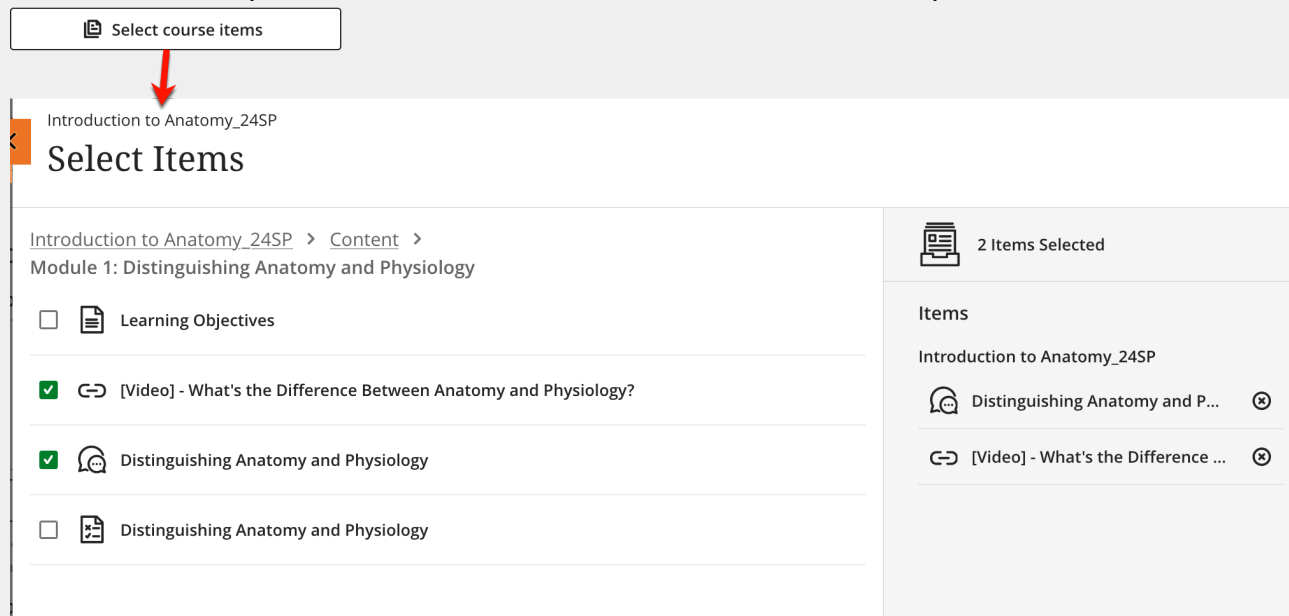
You can select the arrow beside a folder or learning module to include items from them. When you've finished choosing items for context, select Select items to return to question generation.

Note: *File types supported by the context picker include PDF, Word, PowerPoint, text, RTF, and HTML.*

Once you've finalized your settings, select Generate. Review each prompt for accuracy and bias. Choose the prompt you'd like to add to your assignment, then select Add.

Assignment Visibility
Students can't see an assignment until you choose to show it. You can create all your content ahead of time and choose what you want students to see based on your schedule. You can also set **availability conditions** based on date, time, and performance on other items in the course gradebook. On the Course Content page, students can see when you set the assignment to appear.

Assignment Settings

The right-hand side of the page outlines Assignment Settings. To choose and apply settings, select the Settings button to open a new panel.

Accommodations

View accommodations. If any students in your course have accommodations, this will appear in the Assignment Settings section. You can set accommodations for students and make them exempt from certain course requirements, such as assignment due dates and time limits. To modify accommodations, go to the Roster and open a student's menu. You can also access it from the Submission page or Gradebook.

Details & Information

The section Details & Information provides options for assignment submission.

Details & Information

Due date

| 8/2/24 📅 | 11:59 PM 🕐 |

☐ No due date

☐ Prohibit late submissions
In progress attempts will be submitted automatically at the due date and time

☑ Prohibit new attempts after due date
Students can't start new attempts once the due date and time has passed

☑ Allow class conversations

☐ Collect submissions offline
You can't collect submissions offline because prohibit attempts after the due date is turned on

Provide a due date: Due dates appear on the calendar and in the activity stream. Late submissions appear with a Late label in the course gradebook. You can prohibit students from submitting work after the due date. Encourage students to review what's due now and what's ahead so they can ask questions as soon as possible.

Prohibit late submissions: Enforce a hard deadline and prevent a late submission. In-progress and saved attempts will auto-submit at the due date. Students will receive a submission receipt email. Specified accommodations are still honored.

Note: *If students have submitted attempts, you cannot change the due date to a date in the past. If the due date has passed, you can't select the Prohibit late submission setting.*

Prohibit new attempts after due date: Prevent students from beginning a new attempt after the due date. Specified accommodations are still honored.

Allow class conversations: What if your students have questions about an assignment? You can allow conversations within an assignment, and anyone can contribute. As the conversation develops, it appears only with the relevant assignment.

Collect submissions offline: You may want to grade student work that doesn't require students to upload a submission. For example, you can add grades to your gradebook for oral presentations, science fair projects, acting performances, and artwork delivered in person.

Presentation Options and Formative Tools
If your assignment contains questions, Presentation Options allows you to control how the assignment's content is presented to students.

Formative assessments purpose is to monitor student learning and provide immediate feedback that can be used to improve instruction and enhance student performance. They help both you and your students to identify areas of strength and areas that need further development.

For more details about options in Presentation Options and Formative Tools, go to Create Tests.

Grading & Submissions
Grading & Submissions provides options for assignment type and grading criteria.

Grading & Submissions

Grade category

Assignment ▾

Attempts allowed

1 ▾

Grade using

Points ▾

Maximum points

100

Change the grade category. You can change the assignment's grade category to be part of one of the custom gradebook categories you set up in your course. You can create new categories to customize how coursework is grouped in your course. Custom categories can be useful when you set up the overall grade.

Determine the number of attempts. You can let your students submit more than one attempt at an assignment. When you allow multiple attempts, you can also choose how the final grade is calculated.

Select the grading schema. From the Grade using menu, select an existing grading schema such as Points. You can change the grading schema at any time, and the change will appear to students and in your gradebook.

Set Maximum points. Add a number value between 0 and 99,999 for your assignment. If you leave this field blank, the number will default to 100.

Anonymous grading

☐ Hide student names

Evaluation options

☐ 2 graders per student

☐ Peer review

☐ Delegated Grading

Assessment grade

☐ Post assessment grades automatically
Automatically posts the grade when the assessment is graded. The feature covers automatically and manually graded assignments, and tests with auto-graded question types. Turn the setting off if you want to manually control grade publication.

Enable anonymous grading. When you create an assignment without questions, you can enable anonymous grading. Student names are hidden while you grade. You may only add text and files to anonymously graded assignments.

Enable parallel grading. Parallel grading assigns two graders per student. You can enable parallel grading and assign graders when you create an assignment. You can also enable parallel grading after students make submissions. The system randomly assigns graders you choose so each student has two graders for the assignment. The grading workload is distributed evenly among the graders. Graders can only open the submissions of the students assigned to them. Instructors or reconcilers determine the final grades for students.

Enable peer review. Peer review allows students to review their peers' work through criteria-based evaluation. Select Select peer settings to assign the number of reviews per student, assessment due date, and peer review due date.

Parallel grading and peer review options are disabled for an assessment with questions. Parallel grading and peer review can't be enabled at the same time.

Enable assessment grade. Automatically post a student's grade once grading is completed. Turn the setting off if you want to manually control grade publication.

Assessment results
If your assignment contains questions, Assessment results allows you to control how students see feedback, scores, and answers once they turn in their work.

Assessment results

You can edit these settings after you add questions

👁 **Submission View**

💬 **Automated Question Feedback**

📋 **Question Scores**

✓ **Correct Answers**

Assessment security

Assessment security provides tools to secure assignments you create.

Assessment security

⋮⋮⋮ **Access code**
   Add access code

Add an access code. You can issue an access code to control when students submit an assignment. Access codes are generated randomly by the system. You can also add an access code to a group assignment.

Additional Tools

Additional Tools provides several more options to customize your assignment.

Additional Tools

⧖ **Time limit**
Add time limit

▦ **Use grading rubric**
Add grading rubric

🏆 **Goals & standards**
Align with goals

👥 **Assigned groups**
Assign to groups

📋 **Originality Report**
Enable SafeAssign

Add a time limit. A time limit can keep students on track and focused on the assignment. Each student has a limited amount of time to submit. The assignment attempts are saved and submitted automatically when time is up. You can also allow students to work past the time limit. Time limits can only be added to individual (not group) assignments.

Add a grading rubric. A rubric is a scoring tool to evaluate graded work. Rubrics can help you evaluate student submissions based on key criteria that you define. You can create a new rubric or associate an existing rubric. You can only add a rubric to as assignment without questions.

Add goals and standards. You can align an assignment to one or multiple goals. You and your institution can use goals to measure student achievement across programs and curricula. You can also align individual questions to goals.

Make a group assignment. You can create an assignment for one or more groups of students. By default, you assign a grade to each group as a whole, but you can change a group member's individual grade.

Enable SafeAssign. You can use SafeAssign to check for potential plagiarism in student submissions. You can enable the SafeAssign Originality Report any time, even after students have started their submissions. However, submissions are only checked when SafeAssign is enabled.

Description

Anatomy, a field in the biological sciences concerned with the identification and description of the body structures of living things. Gross anatomy involves the study of major body structures by dissection and observation and in its narrowest sense is concerned only with the human body. "Gross anatomy" customarily refers to the study of those body structures large enough to be examined without the help of magnifying devices, while microscopic anatomy is concerned with the study of structural units small enough to be seen only with a light microscope.

https://www.britannica.com/science/anatomy

Maximum 750 characters

Cancel   Save

Add an optional description. The description appears with the assignment title on the Course Content page. This is where you can provide students with more information about the assignment. The maximum length of a description is 750 characters. A warning will appear below the description field when 75 characters or less remain.

Description

Anatomy, a field in the biological sciences concerned with the identification and description of the body structures of living things. Gross anatomy involves the study of major body structures by dissection and observation and in its narrowest sense is concerned only with the human body. "Gross anatomy" customarily refers to the study of those body structures large enough to be examined without the help of magnifying devices, while microscopic anatomy is concerned with the study of structural units small enough to be seen only with a light microscope. Dissection is basic to all anatomical research. The earliest record of its use was made by the Greeks, and Theophrastus called dissection "anatomy," from ana temnein, meaning "to cut up."

https://www.britannica.com/science/anatomy

⚠ 39 characters too long

Maximum 750 characters

⑦

Cancel	Save

If you go over the maximum length, a warning will indicate how many characters over the limit you are. You will not be able to save the description until your text is below the maximum length.

Add files and text blocks to assignments
Select the plus sign to open the menu wherever you want to add questions, text, or a file. You can add as many text blocks and files as you want.

Add text blocks. Select Add text to open the editor. You can include instructions for a section of the assignment or introductory text for an audio file or image. You can also paste text from a Word doc.

Note: *You can also use the editor to embed images and attach files along with your text.*

If you create an assignment that includes only text blocks, you can manually change the Maximum score in the Assignment Settings.

Add files. Select Add local file to browse for a file on your computer. Your institution controls the maximum file size you can upload. You can't add a folder of files.

Add file from Cloud Storage: You can instantly connect to multiple web apps where you store files, such as OneDrive. The files you add are copies. If you make a change to a file in cloud storage, you need to upload a new copy in your course. If your browser allows, media files you add from cloud storage display inline.

Note: *GSU Microsoft contains two tenants: one for Employees and a separate one for Students. This means that you will not be able to share with People in Governors State - Employees. While you can share OneDrive files, they must be shared with anyone with the link to access.*

Media file viewing options

If your browser allows, media files you add to assessments display inline by default. If your browser can't display a media file inline, it appears as an attachment. Files you add from cloud storage behave in the same way.

Images that display inline are embedded in a 768-pixel block at the biggest breakpoints. The closer to that size the images are, the less padding appears around them.

Access a media file's menu and select Edit.

Anatomy and Physiology are two closely related fields in the study of the human body.

Anatomy
Anatomy is the study of the structure and organization of the body and its parts. It involves examining the shapes, sizes, and locations of various body structures such as organs, tissues, and cells. This field focuses on understanding the physical characteristics of the body and how they relate to one another.

Physiology
Physiology, on the other hand, is concerned with the functioning of these body structures. It explores how different organs and systems work together to maintain homeostasis and carry out essential functions. Physiologists delve into processes like circulation, digestion, respiration, and other bodily functions at the cellular and systemic levels.

In summary, while anatomy deals with the structure of the body, physiology deals with its function. Both fields are crucial for understanding the complexities of the human body and how it operates.
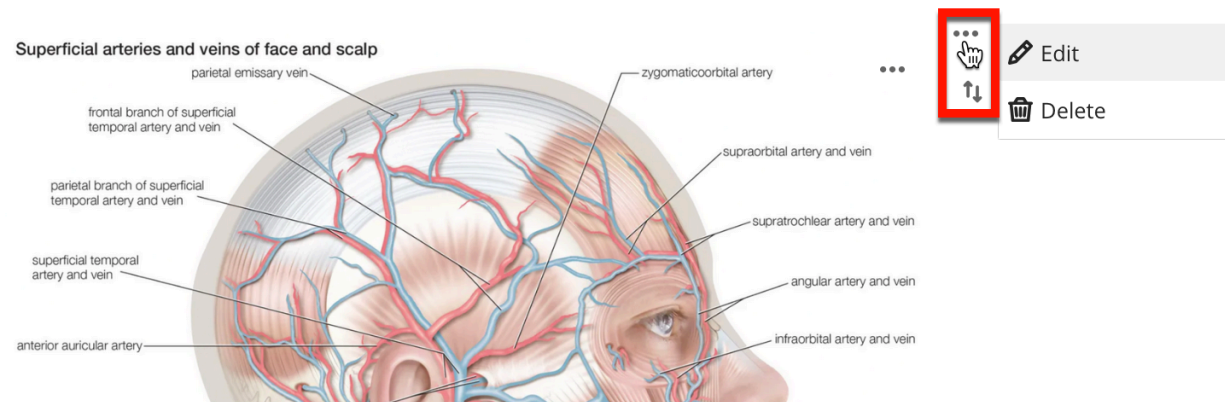
To edit the file's alternative text or display behavior, select the file in the editor and then select the Edit Attachment icon.

In the Edit File Attributes window, you can choose how your video, audio, or image file appears in the assessment: inline or as an attachment. For example, you can display extremely large files as attachments that students can download. You can edit the file names for files displayed as attachments.

You can also add alternative text to describe images you add. Alternative text describes the image for people who use screen readers or visit web pages with images turned off.

For video and audio files that appear inline, students have controls for play, pause, and volume control. For video files, students can view the video in full screen.
View media files as attachments

For media files that appear as attachments, students access the menu and select Preview File or Download Original File. Instructors have the additional options of move, edit, and delete.

Blackboard Questions?
Email: blackboard@govst.edu Phone: (708) 534-4115