# **Ekattor Assignment Addon**

**Ekattor School Erp** 

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#### **Contents for Teacher Panel:**

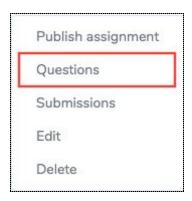
Assignments

#### How to add an assignment?

Go to the **Assignment** menu from the left navigation, You will get a "Create assignment" modal after clicking on the "+ Add assignment" button. Fill in all the fields carefully to add the assignment. The **deadline** must be bigger than the current date.

How to add assignment questions?

- Click the Question sub-menu to manage all queries of the Assignment. Follow the image below to understand better.

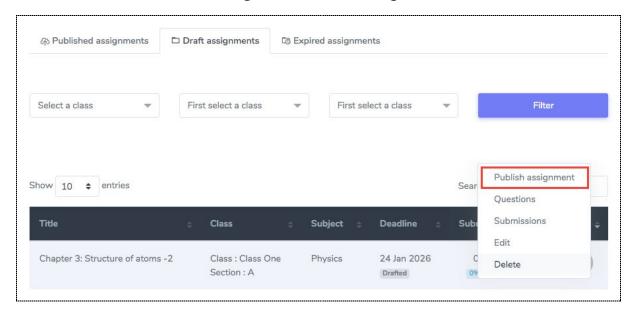


- You can add the questions from here and edit them.

### Assignment Published, Draft, and Expired:

- After adding the assignment, it will remain as a draft. If the assignments are in draft form, those will not reach the students.
- You must publish the assignments to publish assignment to the students and add your questions before publishing.

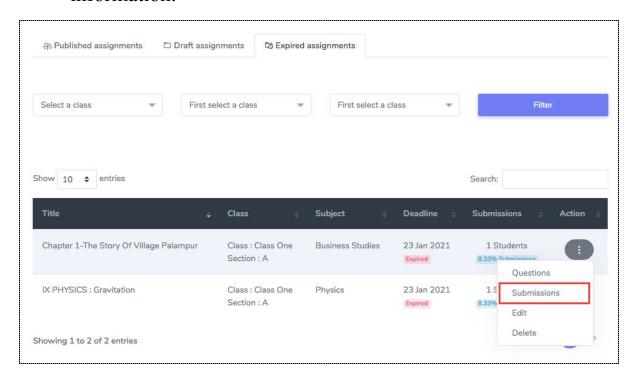
- If you have published the assignments, students will be able to view the assignments on their portal.



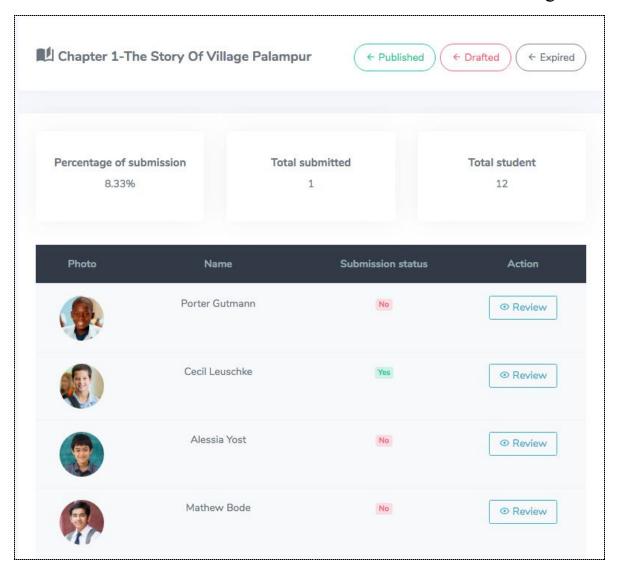
- Assignments will be marked as expired after the deadline. Students will not be able to access them when their deadlines expire.

## How to provide marks and remarks?

- You can marks and remarks on Assignments. To do this you should wait until the deadline of the assignment.
- Click the "Submissions" sub-menu to see all submission information.



- Click the "Review" button to see the answers of the Assignment.



- Review the answer and give Obtain marks. Click the "Save obtained mark" button to save the marks.
- You can write a comment on them based on the results.

