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## View of Assignment List with No Assignments (ALNA-1)

 **Assignments Beta** 

Assignment List

**Assignments**  [Add](#)

There are currently no assignments at this location. Click 'Add' to add an assignment.

### Notes


- When there are no assignments to display, the Assignments header and the 'Add' link will appear at the top left of the Assignment List screen.
- The system will display the following instructional text beneath the Assignments header and the 'Add' link: "There are currently no assignments at this location. Click 'Add' to add an assignment."
- Once an assignment has been added, the system will display the Assignment List screen shown in AL-1.

# Assignment List (AL-1)

## Assignments Beta



### Assignment List

**i** To reorder, sort the list by 'Instructor Specified Order' ascending. Then place your cursor over the assignment you want to move and click and drag the move icon (  ) to the desired location.

[Hide this message](#)

1 [2 \(last\)](#)

< previous [next](#) >

Show  ▼

Sorted by: [Title](#) | [Restricted To](#) | [Open Date](#) | [Due Date](#)  | [Instructor Specified Order](#)

Assignments  [Add](#)

In/New



**Audio Scriptwriting** 

[Edit](#) | [Duplicate](#) | [Grade](#)

Open: May 6, 2008 3:00 PM

Due: May 13, 2008 3:00 PM

Restricted To: Red Cohort, Yellow Cohort

[8/4](#)



**Read Chapter 16 of Friedmann**

[Edit](#) | [Duplicate](#)

Open: Apr 29, 2008 3:00 PM

Due: May 6, 2008 3:00 PM

N/A



**Grant Writing**

[Edit](#) | [Duplicate](#) | [Provide Feedback](#)

Open: Apr 22, 2008 3:00 PM

Due: Apr 29, 2008 3:00 PM

Restricted To: Blue Cohort

[8/0](#)



## Assignment List (AL-2)

**Interactive Storytelling**8/2[Edit](#) | [Duplicate](#) | [Grade](#)

Open: Apr 15, 2008 3:00 PM

Due: Apr 22, 2008 3:00 PM

**Professional Writing for Visual Media**8/0[Edit](#) | [Duplicate](#) | [Grade](#)

Open: Apr 8, 2008 3:00 PM

Due: Apr 15, 2008 3:00 PM

[Remove](#)1 2 (last)< [previous](#) [next](#) >

viewing 1-5 of 12 items

Sorted by: [Title](#) | [For](#) | [Open Date](#) | [Due Date](#) ▴ | [Instructor Specified Order](#)

## Notes for Assignment List (AL-2.1)

### Notes

- The user accessed this screen by clicking Assignments from the list of tools on the left.

### Add Assignment

- If the instructor clicks Add Assignment, the system will display the Add Assignment screen (AA-1).


### Sorting

- Default sort of assignments in this list is set to ascending by Due Date.
- If there is no due date, the assignment will appear at the bottom of the list.


### Paging

- By default, the system will display all assignments on one page.
- The drop-down options are as follows: All, 5 per page, 10 per page, 20 per page, 50 per page .

### Reorder: Informational Message

- The informational message, 'To reorder, sort the list by 'Instructor Specified Order' ascending. Then place your cursor over the assignment you wish to move and click and drag the move icon (  ) to the desired location. Hide this message'.
- The informational message will appear at the top of the screen until the user selects 'Hide this message'.
- Upon clicking 'Hide this message', the system will hide the informational message from the user's view and the system will reposition the rest of the elements on the screen.

### Reorder: Drag and Drop

- When the user has sorted the assignment list by 'Instructor Specified Order' ascending and his cursor is hovering over an assignment, the system will display the move icon (  ) to the left of the Assignment title.
- Upon clicking the move icon, the drag activity is activated.
- On drag, item moves to match mouse movement (starts tracking with the mouse location).
- Upon dragging over a valid target area, a thin insertion bar is shown where the item would be dropped (between two other items).
- Upon dragging over the original area (the "hole"), no insertion bar will be shown.


## Notes for Assignment List (AL-2.2)

### Notes

#### Reorder: Drag and Drop (cont.)

- If a drop is accepted, the following will occur:
  - \* Drop target (insertion bar) is removed
  - \* An animation sequence occurs to put the item into the new location
    - Drop Target: Insertion bar is removed and hole opens for new area.
    - Dragged Item: Dragged Item animates into the new area (as it opens) and opacity animates to normal
    - Original Area: Area closes up with animated self healing transition (<http://developer.yahoo.com/ypatterns/pattern.php?pattern=selfhealing>), which causes the other modules to close in around the original hole.
- If a drop is rejected, the following will occur:
  - \* Dragged item animates back to original position ("the hole").
- If a drop occurs on the original area, the following will occur:
  - \* Dragged item animates back to original position ("the hole").

### Assignments

- System displays title of assignment and a paperclip icon () (If the assignment includes attachments).
- Beneath title of assignment, the system displays an 'Edit' link, a 'Duplicate' link, and a 'Grade' link (If 'Require Submissions' is true and 'This assignment is graded...' is true) or a 'Provide Feedback' link (If 'Require Submissions' is true and 'This assignment is graded...' is false).
- Beneath the action links, the system displays the Open Date/Time in the format Mmm DD, YYYY HH:MM AM/PM .
- Beneath the Open Date/Time, the system displays the Due Date/Time (If 'Set Due Date' is true) in the format Mmm DD, YYYY HH:MM AM/PM .
- Beneath the Due Date/Time or if the Due Date/Time is not displayed the Open Date/Time, the system displays 'Restricted To: <Group Name(s)>' (If 'Display Assignment to Selected Groups' is true).

### Visibility of Assignment and Links

The visibility of the assignment and the list of actionable items for each assignment will differ depending upon a user's permissions in the gradebook:

- \* Users with the gradebook.editAssignments permission in the Gradebook will have permission to Add, Edit and Remove all assignments. Users without this permission will not see these links. The instructor role has this permission in a generic Sakai instance.
- \* Users with the gradebook.gradeAll permission and/or the gradebook.gradeSection permission will have permission to visit the View Submissions screen via the Graded/Total Submissions link.
- \* Users with the gradebook.viewOwnGrades permission that do not have the gradebook.editAssignments, gradebook.gradeAll or gradebook.gradeSection permissions in the Gradebook will have permission to view and/or submit open assignments and to view instructor feedback for his/her own assignment. The student role has this permission in a generic Sakai instance.
- TAs will not see an assignment if restricted to a group they're not in.

## Notes for Assignment List (AL-2.3)

### Notes

#### Edit

- The system will display an Edit link beneath each assignment's title.
- Upon clicking the Edit link, the system will display the Edit Assignment screen (EA-1).

#### Duplicate

- Upon clicking the Duplicate link, the system will display the Add Assignment screen (AA-1) and will populate the fields with the data for the assignment to be duplicated.

**Note<sup>1</sup>:** The assignment will be populated with the existing assignment title plus a number. For example, if the title is "Persuasive Essay", the new title will be "Persuasive Essay 1". If the title "Persuasive Essay 1" already exists, try "Persuasive 2", etc. If the existing assignment title already ends with a space and a number, the system will increment that number. For example, if the title is "Homework 1", the duplicated assignment's title will be "Homework 2" (and if that exists "Homework 3", etc.).

**Note<sup>2</sup>:** If the assignment being duplicated is graded, the system will mark the assignment as "graded" in the UI, but will not associate the assignment with a gradebook item. This will force the user to select (or create a new) gradebook item.

#### Grade

- Upon clicking the Grade link, the system will display either the View Graded Submissions screen (VGS-1) or the View Ungraded Submissions screen (VUS-1).

#### In/New



- "In" is a count of all of the students who have at least one submitted version.
- "New" is a count of all of the students whose latest submission is either ungraded or feedback has not been released.
- If the current user is a TA, students will only be included in the counts if the TA has permission to view or grade them.
- System will display N/A for non-electronic assignments.

#### Remove

- To remove one or more assignments, the instructor will select the checkbox to the right of the assignment(s) to be removed and then the instructor will click the 'Remove' button.
- To remove all assignments on the page, the instructor will select the first checkbox in the list, causing the system to select the checkboxes for all assignments on the page, and then the instructor will click the 'Remove' button.
- Upon clicking 'Remove', the system will display the Remove Assignments Confirmation screen (RAC-1).
- System will display the following confirmation message upon successful removal of an assignment: "Selected assignment(s) removed successfully."





# AL: Inline Edit Assignment Title: Hover (ALIE-1)


**Assignments Beta**


Assignment List

1 [2 \(last\)](#)
< previous
[next](#) >
Show 5 per page ▼

Sorted by: [Title](#) | [Restricted To](#) | [Open Date](#) | [Due Date](#) ▲ | [Instructor Specified Order](#)

Assignments  <a href="#">Add</a>	In/New	
<b>Audio Scriptwriting</b>  <a href="#">Edit</a>   <a href="#">Duplicate</a>   <a href="#">Grade</a> Open: May 6, 2008 3:00 PM Due: May 13, 2008 3:00 PM Restricted To: Red Cohort, Yellow Cohort	<a href="#">8/4</a>	<input type="checkbox"/>
<b>Read Chapter 16 of Friedmann</b> <a href="#">Edit</a>   <a href="#">Duplicate</a> Open: Apr 29, 2008 3:00 PM Due: May 6, 2008 3:00 PM	N/A	<input type="checkbox"/>
<b>Grant Writing</b> <a href="#">Edit</a>   <a href="#">Duplicate</a>   <a href="#">Grade</a> Open: Apr 22, 2008 3:00 PM Due: Apr 29, 2008 3:00 PM Restricted To: Blue Cohort	<a href="#">8/0</a>	<input type="checkbox"/>

## AL: Inline Edit Assignment Title: OnFocus (ALIE-2)

### Assignments Beta



#### Assignment List

1 [2 \(last\)](#)

< [previous](#) [next](#) >

Show  ▼

Sorted by: [Title](#) | [Restricted To](#) | [Open Date](#) | [Due Date](#) ▲ | [Instructor Specified Order](#)

Assignments [Add](#)

In/New



**Audio Scriptwriting**

[8/4](#)



[Edit](#) | [Duplicate](#) | [Grade](#)

Open: May 6, 2008 3:00 PM

Due: May 13, 2008 3:00 PM

Restricted To: Red Cohort, Yellow Cohort

**Read Chapter 16 of Friedmann**

N/A



[Edit](#) | [Duplicate](#)

Open: Apr 29, 2008 3:00 PM

Due: May 6, 2008 3:00 PM

**Grant Writing**

[8/0](#)



[Edit](#) | [Duplicate](#) | [Grade](#)

Open: Apr 22, 2008 3:00 PM

Due: Apr 29, 2008 3:00 PM

Restricted To: Blue Cohort



## Notes for AL: Inline Edit Assignment Title (ALIE-2.1)

### Notes

#### Inline Edit Assignment Title

- Upon hovering over an assignment title, the system will change the background color for the editable text and will display a tool tip that reads "Click to edit assignment title".
- On focus, the system will place a border around the text and allow the user to edit the text.
- At this point, the user may highlight the text and replace it with any text he/she chooses and then depress the 'Enter' or 'Return' key on the keyboard to save the changes.
- Upon depressing 'Enter' or 'Return', the system will rename the title.
- If possible, we should use Fluid's Inline Edit component for this. The best sample implementation of this functionality is the bSpace Section Info example, which you can find here: <http://tinyurl.com/bp2evy> .

## Remove Assignments Confirmation (RAC-1)


 **Assignments Beta** 

Assignment List

1 [2 \(last\)](#) < previous [next](#) > Show 

5 per page ▼

Sorted by: [Title](#) | [Restricted To](#) | [Open Date](#) | [Due Date](#) ▲ | [Instructor Specified Order](#)

**Assignments**  [Add](#)

**Audio Scriptwriting**  
[Edit](#) | [Duplicate](#) | [Grade](#)  
Open: May 6, 2008 3:00  
Due: May 13, 2008 3:00  
Restricted To: Red Cohort

**Read Chapter 16 of**  
[Edit](#) | [Duplicate](#)  
Open: Apr 29, 2008 3:00  
Due: May 6, 2008 3:00 P

**Grant Writing**  
[Edit](#) | [Duplicate](#) | [Grade](#)  
Open: Apr 22, 2008 3:00 PM  
Due: Apr 29, 2008 3:00 PM  
Restricted To: Blue Cohort

Are you sure you want to remove the following assignment and any associated submissions?

Assignment Title	Due	Submissions
Audio Scriptwriting	May 13, 2008 3:00 pm	8

[Remove](#) [Cancel](#)

☐

☐

☐

☐

8/0


10

## Notes for Remove Assignments Confirmation (RAC-1.1)

### Notes

- The user accessed this screen by selecting the check box in the Remove column and clicking the Remove button at the bottom of the Assignment List screen (AL-1).
- System will display the following message to the user using the alertMessage class: Are you sure you want to remove the following assignment(s), which may have submissions?
- System will display the list of assignments below the alert message.
- System will display the following column headers: Assignment Title, Due, Submissions.
- List of assignments will be sorted in ascending order by Due date.
- System will display title of assignment in Assignment Title column.
- System will display Due date for assignment in Due column.
- System will display total number of students who have submitted something for this assignment in the Submissions column.
- Upon clicking Remove, the system will perform the following operations:
  - \* System will set status of assignment(s) to hidden so that the assignment(s) is/are no longer visible to instructors, TAs, or students.
  - \* System will remove any associated Announcements and/or Schedule Items.
  - \* System will return the instructor to the Assignment List screen and will display the following confirmation message upon successful removal of one assignment: "Assignment removed successfully." System will display the following confirmation message upon successful removal of more than one assignment: "Assignments removed successfully."
- Upon clicking Cancel, the system will perform the following operations:
  - \* System will return the instructor to the Assignment List screen and the selections previously made by the instructor will not be saved.

## Add Assignment (AA-1)

 **Assignments Beta**

Assignment List ▶ Add Assignment

**Add Assignment**  
Complete the form and then click Save. An \* designates a required field.

**Access**  
☒ Display Assignment to All Students  
☐ Display Assignment to Selected Groups

**Assignment Details**  
\* Title

### Notes

- The user accessed this screen by clicking the Add Assignment link on the Assignment List screen (AL-1).
- System will display breadcrumbs at the top of the page, to assist user in determining tool context. Assignment List is not clickable. The instructor will be forced to use the buttons at the bottom of the form to exit the form.

### Access

- System will only display Access section if groups have been created for the site.
- If Access section is displayed, it will contain the following options: Display Assignment to All Students, Display Assignment to Selected Groups.
- By default, Display Assignment to All Students is selected.
- If the instructor selects Display Assignment to Selected Groups, the system will expand the Access section to display the Groups in this site.

## Add Assignment (AA-2)

### Instructions



### Supporting Materials [Add](#)

No supporting materials have been added

### Submission Details

☒ Require Submissions?

Submission Format

Text and Attachments ▼



Number of Submissions

1 ▼

☐ Require Honor Pledge?

## Add Assignment (AA-3)

### Availability Details

- \* Open Date    ☐ Post Open Date to Announcements on Open Date
- \* ☒ Set Due Date?    ☐ Post Due Date to Schedule Now
- ☐ Set Accept Until Date?

### Grading Details

- ☒ This assignment is not graded
- ☐ This assignment is graded and is associated with a Gradebook item:  ▼
- or- [Create a new Gradebook Item](#)

### Submission Notifications

- ☐ Send email notifications for student submissions



## Notes for Add Assignment (AA-3.1)

### Notes

#### Title

- The Title is a required field.

#### Instructions

- Instructions field is not required. If the instructor does not provide Instructions, this field will not display to the student.
- Instructions is a WYSIWYG-enabled field. The system will display any formatting applied in this field by the instructor to the student.

#### Supporting Materials

- Supporting Materials field is not required. If the instructor does not provide Supporting Materials, this field will not display to the student.
- Upon clicking Add next to Supporting Materials, the system will display the Resources tool's Add Attachments helper.

#### Submission Details: Require Submissions

- By default, the Require Submissions option is selected.
- If the Require Submissions option is deselected, then the rest of the fields below the Submission Details and the Submission Notification Options sections will be hidden.

#### Submission Details: Submission Format

- By default, Submission Format will be set to Text and Attachments.
- The options that are available in the Submission Format drop-down are as follows: Text Only, Attachments Only, Text and Attachments, Non-electronic).

**Note:** If the instructor selects non-electronic, the Number of Submissions option will still be available as a display value.

#### Submission Details: Number of Submissions

- By default, Number of Submissions is set to 1.
- The options that are available from the Number of Submissions drop-down are as follows: Unlimited, 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20

#### Submission Details: Honor Pledge

- By default, Require Honor Pledge is deselected.
- If the instructor selects Require Honor Pledge, then the student will be required to acknowledge the Honor Pledge prior to submitting his/her assignment.

**Note:** IT 4: Let instructor view and change honor pledge

## Notes for Add Assignment (AA-3.2)

### Notes

#### Availability Details: Open Date

- Open Date is a required field.
- Open Date fields are populated with the current date and time.
- Date format for Open Date field is as follows: MM/DD/YY
- If the user deletes the date from the Open Date field, the system displays the following message above the Open Date field using the annotation-inactive annotation-incomplete class: MM/DD/YY
- Time format for Open Date field is as follows: HH:MM AM/PM
- If the user deletes the time from the Open Time field, the system displays the following message above the Open Time field using the annotation-inactive annotation-incomplete class: HH:MM AM/PM

**Note:** Assignments will not be available to students until the Open Date has passed.

- If the user clicks the icon next to the Open Date field, the system will display the RSF date picker.
- If the user selects a date via the RSF date picker, the system will populate the Open Date field with the selected date.

#### Availability Details: Open Date: Post Open Date to Announcements on Open Date

- If no Announcements tool exists in the site, the Post Open Date to Announcements on Open Date option will not show.
- By default, Post Open Date to Announcements on Open Date is deselected.
- If the user checks the box next to Post Open Date to Announcements on Open Date, then upon Save the system will create an announcement with the following settings:
  - \* Title: Assignments: Open Date for Homework 1 (Where Homework 1 is the title of the assignment)
  - \* Body: Open Date for Homework 1 in Assignments is Mar 26, 2008 1:08 PM. (Where Homework 1 is the title of the assignment and Mar 26, 2008 1:08 PM is the Open Date for that assignment)
  - \* Access: Reflects setting for that assignment
  - \* Availability: Show
  - \* Attachments: None
  - \* Email Notification: None - No notification
- If the instructor removes the assignment or changes the status of an assignment to draft after posting the open date to announcements, the announcement that was posted is removed.
- **Design announcements screen.**

#### Availability Details: Due Date

- Set Due Date is deselected by default.
- Note:** The system will not display the Post Due Date to Schedule option if Set Due Date is not selected.
- Set Due Date is not a required field if it is not selected. If Set Due Date is selected, then the user is required to enter a date and time.
- If the user selects Set Due Date, then the system populates the Due Date fields with the date that occurs 7 days after the open date and a time of 5:00 PM and displays the Post Due Date to Schedule option.
- Date format for Due Date field is as follows: MM/DD/YY

## Notes for Add Assignment (AA-3.3)

### Notes

#### Availability Details: Due Date (cont.)

- If the user deletes the date from the Due Date field, the system displays the following message above the Due Date field using the annotation-inactive annotation-incomplete class: MM/DD/YY
- Time format for Due Date field is as follows: H:MM AM/PM
- If the user deletes the time from the Due Time field, the system displays the following message above the Due Time field using the annotation-inactive annotation-incomplete class: HH:MM AM/PM

**Note:** Assignments submitted after the Due Date has passed will be marked as Late.

- If the user clicks the icon next to the Due Date field, the system will display the RSF date picker.
- If the user selects a date via the RSF date picker, the system will populate the Due Date field with the selected date.

#### Availability Details: Due Date: Post Due Date to Schedule Now

- If the user checks the box next to Post Due Date to Schedule Now, then upon Save the system will create a Schedule item with the following settings:
  - \* Title: Assignments: Due Date for Homework 1 (Where Homework 1 is the title of the assignment)
  - \* Date: APR 15 2008 (Where APR 15 2008 is the Due Date for that assignment)
  - \* Start Time: 5 00 pm (Where 5 00 pm is the time the assignment is due)
  - \* Duration: 0 hours 00 minutes
  - \* End Time: 5 00 pm (Where 5 00 pm is the time the assignment is due)
  - \* Message: Due Date for Homework 1 in Assignments is Apr 15, 2008 5:00 PM. (Where Homework 1 is the title of the assignment and Apr 15, 2008 PM is the Due Date for that assignment)
  - \* Display to site or Display to selected groups: Reflects setting for that assignment
  - \* Frequency: Activity occurs once

#### Availability Details: Due Date: Post to Schedule Now (cont.)

- \* Event Type: Deadline
- \* Event Location: None
- If the user checks the box next to Post Due Date to Schedule Now, then upon Save the system will create a Schedule item with the following settings (cont.):
  - \* Attachments: None

**Note:** If no Schedule tool exists in the site, the Post Due Date to Schedule Now option will not show.

- Include link to assignment in body of Schedule item

- Design Schedule screen.

- System will not display a link to Due Date from Schedule if Open Date has not passed.
- System will not display a link to Due Date if user does not have permission to view the assignment.

## Notes for Add Assignment (AA-3.4)

### Notes

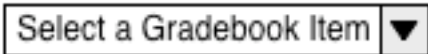
#### Availability Details: Accept Until Date

- Set Accept Until Date is deselected by default.
- Set Accept Until Date is not a required field if it is not selected. If Set Accept Until Date is selected, then the user is required to enter a date and time.
- If the user selects Set Accept Until Date, then the system populates the Accept Until Date fields with the same date and time that is entered in the Due Date fields.
- Date format for Accept Until Date field is as follows: MM/DD/YY
- If the user deletes the date from the Accept Until Date field, the system displays the following message above the Accept Until Date field using the annotation-inactive annotation-incomplete class: MM/DD/YY
- Time format for Accept Until Date field is as follows: H:MM AM/PM
- If the user deletes the time from the Accept Until Time field, the system displays the following message above the Accept Until Time field using the annotation-inactive annotation-incomplete class: HH:MM AM/PM

**Note:** Once the Accept Until Date has passed, student submissions are no longer permitted.

- Don't allow an Accept Until Date that is prior to the Due Date

#### Grading Details for Site with Gradebook

- The following options will display below the Grading Details section if the site has a Gradebook:
  - \* This assignment is not graded
  - \* This assignment is graded and is associated with a Gradebook Item: 
    - or- [Create a new Gradebook Item](#)
- This assignment is not graded is selected by default.
- Upon clicking the Select a Gradebook Item drop-down, the system will select This assignment is graded, if it is not already selected, and will display a list of all Gradebook Items.
- Upon selecting an item from the Select a Gradebook Item drop-down, if the Assignment Title field is blank, the system will push the Gradebook Item title to the Assignment Title field.
- Upon clicking Create a new Gradebook Item, the system will select This assignment is graded, if it is not already selected, and will display the Add Gradebook Item helper (AGIH-1).

#### Grading Details for Site with Gradebook (cont.)

- The Title field in the Add Gradebook Item helper will be populated with the title of the assignment. If there is no assignment title, then the Gradebook Item title will be blank and the system will push the Gradebook Item title entered by the user to the Assignment Title field upon clicking Add Item.
- Upon clicking Add Item from the Add Gradebook Item helper (AGIH-1), the system will display the title of the newly created Gradebook Item in the Select a Gradebook Item drop-down.

## Notes for Add Assignment (AA-3.5)

### Notes

#### Grading Details for Site without Gradebook

- The following options will display below the Grading Details section if the site does not have a Gradebook:
  - \* This assignment is not graded
  - \* This assignment is graded
- This assignment is not graded is selected by default.
- Upon selecting This assignment is graded, the system will create a new gradebook item with the title of the Assignment as the title of the gradebook item and will display the following depending upon the grade entry type:
  - \* Points Possible (Grade entry type is set to Points)
  - \* Item Weight (Grade entry type is set to Letter Grade or Percentage)
- If the Gradebook Item title already exists, the system will append \_X, where X is a consecutive number, until a unique title is found.
- If the Gradebook Item title already exists, the system will append \_X, where X is a consecutive number, until a unique title is found.

#### Submission Notification Options

- By default, 'Send email notifications for student submissions' is deselected.
- If the instructor selects 'Send email notifications for student submissions', then all instructors will receive one email per day summarizing all student submissions as shown in the Email Notification for Student Submission screen (ENSS-1) and TAs will receive one email per day summarizing submissions for students in the group or groups of which the TA is a member.

**Note:** IT 4: Instructors and TAs will have personalized settings which will allow them to choose whether or not they want to receive the emails that are sent, they will also be able to choose to receive one email per day or one email per submission and it will also allow them to choose to receive emails from all students or from specified groups.

#### Save

- Upon clicking Save, the system will perform the checks listed below. If any one of these checks is not passed, the system will display the following message at the top of the form using the validation class, in addition to the message provided for each check: There were problems saving your assignment. Please see below for details.
  - \* If the instructor has chosen "Selected Groups" under the Access section, the system will verify that the instructor has selected at least one group. If the instructor has not selected at least one group, the system will display the following message using the alertMessageInline class: This information is required.
  - \* If the instructor has not entered text in the Title field, the system will display the following message using the alertMessageInline class: This information is required.
  - \* If the instructor selects the option "This assignment is graded and is associated with a Gradebook Item:", but does not select a gradebook item and/or create a new gradebook item (which populates the Select a Gradebook Item drop-down), the system will display the following message using the alertMessageInline class: This information is required.
  - \* If the instructor does not enter a date and/or time in the Open Date fields, the system will display the following message using the alertMessageInline class: This information is required.

## Notes for Add Assignment (AA-3.6)

### Notes

#### Save (cont.)

- \* If the instructor enters the date in an incorrect format in the Open Date field, the system will display the following message using the alertMessageInline class: The Open Date must be in the format: MM/DD/YY. If the instructor enters the time in an incorrect format in the Open Date field, the system will display the following message using the alertMessageInline class: The Open Time must be in the format: HH:MM AM/PM. If the instructor enters the date and time in an incorrect format in the Open Date fields, the system will display the following message using the alertMessageInline class: The Open Date must be in the format: MM/DD/YY. The Open Time must be in the format: HH:MM AM/PM.
- \* If the instructor selects the check box next to Set Due Date, but does not enter a date and/or time in the Due Date fields, the system will display the following message using the alertMessageInline class: This information is required.
- \* If the instructor enters the date in an incorrect format in the Due Date field, the system will display the following message using the alertMessageInline class: The Due Date must be in the format: MM/DD/YY. If the instructor enters the time in an incorrect format in the Due Date field, the system will display the following message using the alertMessageInline class: The Due Time must be in the format: HH:MM AM/PM. If the instructor enters the date and time in an incorrect format in the Due Date fields, the system will display the following message using the alertMessageInline class: The Due Date must be in the format: MM/DD/YY. The Due Time must be in the format: HH:MM AM/PM.
- \* If the instructor selects the check box next to Set Accept Until Date, but does not enter a date and/or time in the Accept Until Date fields, the system will display the following message using the alertMessageInline class: This information is required.
- \* If the instructor enters the date in an incorrect format in the Accept Until Date field, the system will display the following message using the alertMessageInline class: The Accept Until Date must be in the format: MM/DD/YY. If the instructor enters the time in an incorrect format in the Accept Until Date field, the system will display the following message using the alertMessageInline class: The Accept Until Time must be in the format: HH:MM AM/PM. If the instructor enters the date and time in an incorrect format in the Accept Until Date fields, the system will display the following message using the alertMessageInline class: The Accept Until Date must be in the format: MM/DD/YY. The Accept Until Time must be in the format: HH:MM AM/PM.
- Once all of the checks have passed, the system will save the form data, return the user to the Assignment List screen (AL-1) and will display the following confirmation message to the instructor: Your assignment was saved successfully.
- If the Open Date/Time is prior or equal to the current date/time, the system will post the assignment to the students.

#### Save as Draft

- Upon clicking Save as Draft, the system will perform the checks listed below. If any one of these checks is not passed, the system will display the following message at the top of the form using the validation class, in addition to the message provided for each check: There were problems saving your assignment. Please see below for details.
  - \* If the instructor has not entered text in the Title field, the system will display the following message using the alertMessageInline class: This information is required.
  - \* If the instructor has entered text in the Title field, but there is already an assignment with this name, the system will display the following message using the alertMessageInline class: This assignment title already exists. Please enter a different title.
- Once all of the checks have passed, the system will save the form data, return the user to the Assignment List screen (AL-1) and will display the following confirmation message to the instructor: Your assignment was saved successfully in draft status.

## Notes for Add Assignment (AA-3.7)

### Notes

#### Save as Draft (cont.)

- An assignment saved in draft status will not be posted to students.
- Assignments saved in draft status will be available to all instructors for editing.

#### Preview as Student

- Upon clicking Preview as Student, the system will perform the checks listed below. If any one of these checks is not passed, the system will display the following message at the top of the form using the validation class, in addition to the message provided for each check: There were problems saving your assignment. Please see below for details.

- \* If the instructor has chosen "Selected Groups" under the Access section, the system will verify that the instructor has selected at least one group. If the instructor has not selected at least one group, the system will display the following message using the alertMessageInline class: This information is required.
- \* If the instructor has not entered text in the Title field, the system will display the following message using the alertMessageInline class: This information is required.
- \* If the instructor has entered text in the Title field, but there is already an assignment with this name, the system will display the following message using the alertMessageInline class: This assignment title already exists. Please enter a different title.
- \* If the instructor selects the option "This assignment is graded and is associated with a Gradebook Item:", but does not select a gradebook item and/or create a new gradebook item (which populates the Select a Gradebook Item drop-down), the system will display the following message using the alertMessageInline class: This information is required.
- \* If the instructor does not enter a date and/or time in the Open Date fields, the system will display the following message using the alertMessageInline class: This information is required.
- \* If the instructor selects the check box next to Set Due Date, but does not enter a date and/or time in the Due Date fields, the system will display the following message using the alertMessageInline class: This information is required.
- \* If the instructor selects the check box next to Set Accept Until Date, but does not enter a date and/or time in the Accept Until Date fields, the system will display the following message using the alertMessageInline class: This information is required.
- Once all of the checks have passed, the system will display the **Preview as Student screen (XX-X)** to the instructor.

#### Cancel

- If the instructor clicks Cancel, the system will return the instructor to the Assignment List screen (AL-1) without saving any changes.

#### Miscellaneous

- Ask David about removing due date field from Gradebook, float this idea with the Sakai community/Clay - Check and see how many sites are using the Due Date field in the Gradebook (Try talking to a couple of instructors)
- Currently it's not clear to the instructor that the student can submit past the Due Date if no Accept Until Date is set.
- Support multiple duplicates -- when "duplicate" is chosen, ask for number. (Iteration 4)

## Preview as Student (PDS-1)

### Assignments 2

[Assignment List](#) ▶ [Add Assignment](#) ▶ [Preview as Student](#)

Professional Writing for Visual Media Submission for Nelson Hundt

DUE: Apr 7, 2008 1:00 PM

#### Assignment Details

Graded?	Yes
Points Possible	100.0
Resubmissions Allowed?	No

#### Instructions

Your assignment is to write a job description for a position related to visual media. Refer to the reading assignment and the DVD that comes with the textbook for information to get you started. The book primarily focuses on visual media for entertainment and for corporate video projects. There are a host of other types of jobs that aren't covered in the reading, like for video games or websites.

You should include in your paper, but please don't limit your paper to, the following:

- \* A list of skills needed to complete the job (keep in mind we're dealing with new media, web, video, etc.).
- \* Qualifications
- \* Salary Range



## Preview as Student (PDS-2)

Follow the general research paper format (introduction, body, conclusion, references). The textbook should not be your only resource. You will be graded according to how much additional research you've conducted outside of the reading assignment. If you get information from a website, be sure to include the link in your list of references.

Turn in your paper electronically using the Assignments tool by the start of class on Monday, April 7th.

### Supporting Materials

 [Friedmann\\_CH16.doc](#)



## Preview as Student (PDS-3)

### Assignment Submission

You may submit your assignment by entering text in the Submission Text box below and/or by attaching files.

An \* designates a required field.

### Submission Text

A rich text editor interface. The toolbar at the top includes icons for Source, Undo, Redo, Bold, Italic, Underline, Text Color, Background Color, Bulleted List, Numbered List, Indent, Outdent, Link, Unlink, Image, Table, Smiley, and Help. Below the toolbar are four dropdown menus labeled Style, Format, Font, and Size. The main area is a large, empty gray rectangle for text entry.

### Attachments

No attachments yet

\* ☐ **Honor Pledge:** I have neither given nor received aid on this assignment.

Edit

## Notes for Preview as Student (PDS-1.1)

### Notes

- The instructor accessed this screen by clicking the 'Preview as Student' button from the Add Assignment screen (AA-3) or the Edit Assignment screen (EA-3).
- Breadcrumbs are 'Assignment List > Add Assignment > Preview as Student'
- This screen will display exactly as it would display to a student, with the exception of the breadcrumbs at the top of the page and the buttons that are available at the bottom of the page.
- The system will disable any data entry fields, such as the WYSIWYG editor's text box and the Honor Pledge checkbox.
- Upon clicking the 'Edit' button, the system will return the instructor to the Add Assignment screen (AA-3) or the Edit Assignment screen (EA-3), depending upon which screen the instructor was on prior to clicking the 'Preview as Student' button.

## Email Notification for Student Submission (ENSS-1)

From: Oncourse [no-reply@oncourse.iu.edu]  
Subject: Oncourse notification digest for Apr 7, 2008

Body:

Oncourse notification digest for Apr 7, 2008

Site Title: SP08 IN NEWM N260 22851

Site ID: SP08-IN-NEWM-N260-22851

Assignment: Professional Writing for Visual Media

Assignment Due Date: Apr 7, 2008 1:00 pm

1. Student: Earlene Arledge (earledge)
2. Student: Javier Callow (jcallow)
3. Student: Elnora Cully (ecully)
4. Student: Elinor Haubert (ehaubert)

-----

1. Student: Earlene Arledge (earledge)

Submission ID: a3a1f869-f75e-4eab-b84d-e4e587d993c5

Submitted on: Apr 7, 2008 12:52 pm

Submitted Text:

Sample submission text.

## Notes for Email Notification for Student Submission (ENSS-1.1)

### Attachments:

Sample\_attachment.doc (1KB)

-----

2. Student: Javier Callow (jcallow)

Submission ID: g3t4j285-h39e-3idj-d23k-d9d092o264e8

Submitted on: Apr 7, 2008 8:32 pm

### Submitted Text:

Sample submission text.

### Notes

- Email comes from Oncourse [no-reply@oncourse.iu.edu]
- Subject is 'Oncourse notification digest for Mmm DD, YYYY'
- Site Title is the title of the site that appears on the site's tab
- Site ID is the system ID of the site that appears in the site's URL
- Assignment is the title of the assignment
- Assignment Due Date is the due date and time of the assignment
- Student is the First Name Last Name (Student ID) of the student who submitted the assignment
- Submission ID is the system-assigned ID of the student's submission
- Submitted On is the date and time the assignment was submitted
- Submitted Text is the text that was entered in the WYSIWYG editor by the student
- Attachments includes the title and the size of the attachments that were submitted by the student

## Add Gradebook Item Helper (AGIH-1)

Instructions

Source

Style

Supporting Materials

No supporting materials

Submission Details

☒ Require Submission

Submission Format

Number of Submissions

1

☐ Require Honor Pledge?

Esc key or [close](#)

Add Gradebook Item

\* Indicates required information.

Gradebook Item Details

\* Title

\* Gradebook Item Point Value

☐ Require Due Date?

☐ Release this item to Students?

☐ Include this item in course grade calculations.

Add Item

Cancel

28

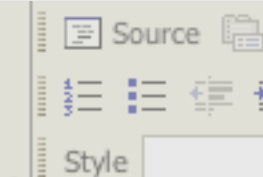
## Notes for Add Gradebook Item Helper AGIH-1.2

**Notes:**

- Require Due Date is deselected by default.
- Upon selecting Require Due Date, the system will align the Due Date fields with the Title and Gradebook Item Point Value fields.
- Upon selecting Require Due Date, entering a date and clicking Add Item, the system will populate the Due Date field under Assignment Details with the date provided.

## Add Attachment Helper (AAH-1)

Instructions



Supporting Materials

No supporting materials

Submission Details

☒ Require Submission Form

Submission Form


Number of Submissions

☐ Require Honors

Esc key or [close](#)

### Add a File Attachment

Choose a file to upload as an attachment or select one from your resources. Click 'Continue' when done.

Items to attach	Remove?
 <a href="#">Homework 1</a>	<a href="#">Remove?</a>

Upload local file

[Browse...](#)


or a URL (link to website)


[Add](#)


[Continue](#)

[Cancel](#)

### Select a resource

Location: 

Title	Actions
 <a href="#">My Workspace</a>	

 [Show other sites](#)


[Continue](#)

[Cancel](#)

30



## Edit Assignment (EA-1)

 **Assignments Beta**

Assignment List ▶ Edit Assignment

**Edit Assignment**  
Complete the form and then click Save. An \* designates a required field.

**Access**  
☒ Display Assignment to All Students  
☐ Display Assignment to Selected Groups

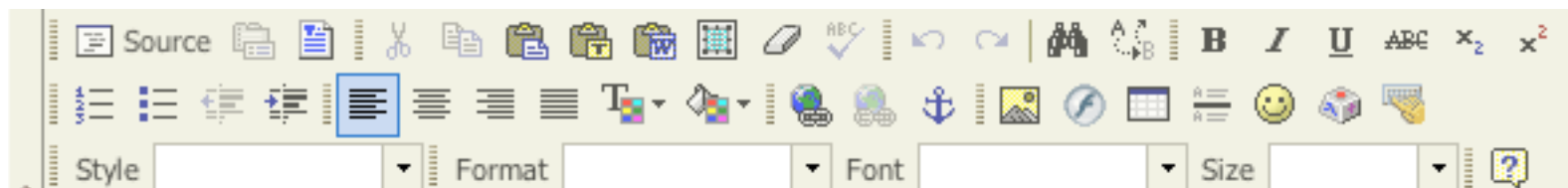
**Assignment Details**  
\* Title

### Notes

- The user accessed this screen by clicking the Edit link on the Assignment List screen (AL-1).
- See the notes for the Add Assignment screen (AA-1) for additional details.
- The Edit Assignment screen is continued on the following page.

## Edit Assignment (EA-2)

### Instructions



Far far away, behind the word mountains, far from the countries Vokalia and Consonantia, there live the blind texts. Separated they live in Bookmarksgrove right at the coast of the Semantics, a large language ocean. A small river named Duden flows by their place and supplies it with the necessary regelialia. It is a paradisematic country, in which roasted parts of sentences fly into your mouth. Even the all-powerful Pointing has no control about the blind texts it is an almost unorthographic life One day however a small line of blind text by the name of Lorem Ipsum decided to leave for the far World of Grammar.

### Supporting Materials [Add](#)

No supporting materials have been added

### Submission Details

☒ Require Submissions?

Submission Format

Text and Attachments ▼




Number of Submissions

1 ▼

☐ Require Honor Pledge?

## Edit Assignment (EA-3)

### Availability Details

* Open Date	<input type="text" value="3/26/08"/>		<input type="text" value="1:08 PM"/>	<input checked="" type="checkbox"/> Post Open Date to Announcements on Open Date
* <input checked="" type="checkbox"/> Set Due Date?	<input type="text" value="4/2/08"/>		<input type="text" value="5:00 PM"/>	<input checked="" type="checkbox"/> Post Due Date to Schedule Now
<input checked="" type="checkbox"/> Set Accept Until Date?	<input type="text" value="4/2/08"/>		<input type="text" value="5:00 PM"/>	

### Grading Details

☐ This assignment is not graded

☒ This assignment is graded and is associated with a Gradebook item:  ▼

-or- [Create a new Gradebook Item](#)

### Submission Notifications

☐ Send email notifications for student submissions

## Notes for Edit Assignment (EA-3.1)

### Notes

- See the notes for the Add Assignment screen (AA3.1 - AA-3.10) for additional details.
- If the instructor has included one or more supporting materials, the supporting material will be listed and a Remove link will appear to the right of the supporting material.
- If an instructor previously posted an announcement about the Open Date and when editing the assignment changes the Title, Open Date, and/or Group Restrictions, then upon clicking Save the system will post those changes to the original Announcement.
- If an instructor previously posted an announcement about the Open Date and when editing the assignment chooses to save the assignment as draft, the system will delete any associated Announcement.
- If an instructor previously posted the Due Date to the schedule and when editing the assignment changes the Title, Due Date and/or Group Restrictions, then upon clicking Save the system will post those changes to the original Schedule Item.
- If an instructor previously posted the Due Date to the Schedule and when editing the assignment chooses to save the assignment as draft, the system will delete any associated Schedule Item.

## Edit Assignment: Submissions not Required (EANR-1)

### Submission Details

☐ Require Submissions?

### Availability Details

\* Open Date    ☒ Post Open Date to Announcements on Open Date

\* ☒ Set Due Date?    ☒ Post Due Date to Schedule Now

### Grading Details

☒ This assignment is not graded

☐ This assignment is graded and is associated with a Gradebook item:  ▼

-or- [Create a new Gradebook Item](#)

### Submission Notifications

☐ Send email notifications for student submissions

Save

Preview as Student

Cancel

### Notes

- The user accessed this screen by clicking the Add Assignment or Edit link on the Assignment List screen (AL-1).
- This is a view of the Add/Edit Assignment screen (AA-3 or EA-3) when an instructor has deselected the check box next to Require Submissions.

# Duplicate Assignment (DA-1)

## Assignments Beta

Assignment List ▶ Duplicate Assignment

### Duplicate Assignment

Complete the form and then click Save. An \* designates a required field.

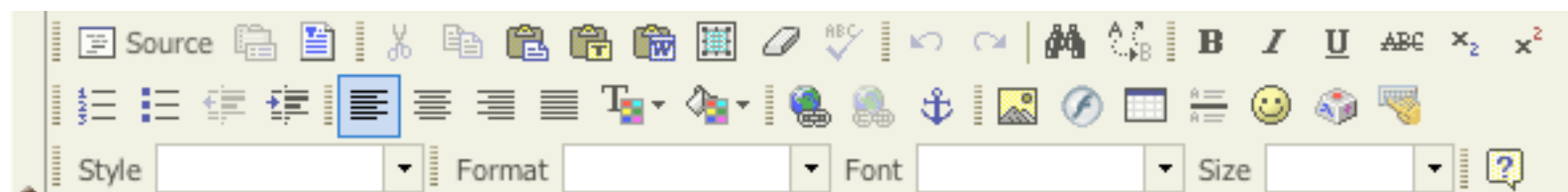
#### Access

- ☒ Display Assignment to All Students
- ☐ Display Assignment to Selected Groups

#### Assignment Details

\* Title

#### Instructions



Far far away, behind the word mountains, far from the countries Vokalia and Consonantia, there live the blind texts. Separated they live in Bookmarksgrove right at the coast of the Semantics, a large language ocean. A small river named Duden flows by their place and supplies it with the necessary regelialia. It is a paradisematic country, in which roasted parts of sentences fly into your mouth. Even the all-powerful Pointing has no control about the blind texts it is an almost unorthographic life One day however a small line of blind text by the name of Lorem Ipsum decided to leave for the far World of Grammar.

Supporting Materials [Add](#)

No supporting materials have been added

## Duplicate Assignment (DA-2)

### Submission Details

☒ Require Submissions?

Submission Format

Text and Attachments ▼

Number of Submissions

1 ▼

☐ Require Honor Pledge?

### Availability Details

\* Open Date

3/26/08



1:08 PM

☒ Post Open Date to Announcements on Open Date

\*

☒ Set Due Date?

4/2/08



5:00 PM

☒ Post Due Date to Schedule Now

☒ Set Accept Until Date?

4/2/08



5:00 PM

### Grading Details

☐ This assignment is not graded

☒ This assignment is graded and is associated with a Gradebook item:

Select a gradebook item ▼

-or- [Create a new Gradebook Item](#)

You must select a Gradebook item.

### Submission Notifications

☐ Send email notifications for student submissions

Save

Save as Draft

Preview as Student

Cancel

## Duplicate Assignment (DA-2.1)

### Notes

- The user accessed this screen by clicking the Duplicate link for a specific assignment on the Assignment List screen (AL-1).
- Upon clicking the Duplicate link, the system will display the Duplicate Assignment screen (DA-1) and will populate the fields with the data for the assignment to be duplicated.

**Note<sup>1</sup>:** The assignment will be populated with the existing assignment title plus a number. For example, if the title is "Persuasive Essay", the new title will be "Persuasive Essay 1". If the title "Persuasive Essay 1" already exists, try "Persuasive 2", etc. If the existing assignment title already ends with a space and a number, the system will increment that number. For example, if the title is "Homework 1", the duplicated assignment's title will be "Homework 2" (and if that exists "Homework 3", etc.).

**Note<sup>2</sup>:** If the assignment being duplicated is graded, the system will mark the assignment as "graded" in the UI, but will not associate the assignment with a gradebook item. This will force the user to select (or create a new) gradebook item.

**Note<sup>3</sup>:** The system will display the following message to the right of the 'Select a Gradebook Item' drop-down using the alertMessage class: "You must select a Gradebook item."

- The system will perform the same error checking that is performed when a user clicks 'Save', 'Save as Draft', or 'Preview as Student' from the Add Assignment screen (AA-1).



## Schedule (S-1)

### Schedule

[Add](#) [Import](#) [Fields](#) [Permissions](#)

<Last Event

Go to Today

Back to Schedule

Next Event>

#### Assignments: Due Date for Homework 1

Date: Nov 27, 2008

Time 5:00 pm EST

Description Due Date for **Homework 1** is **Nov 27, 2008 5:00 pm**. To view this assignment, visit the **Assignments tool**.

Frequency Activity occurs once

Event Type  Deadline

Owner Nelson Hundt

Edit

Delete

<Last Event

Back to Schedule

Next Event>

## Announcements (A-1)

 **Announcements** 

[Add](#) | [Edit](#) | [Delete](#)

&lt; Previous

Return to List

Next&gt;

### Announcement

**Subject** Assignment: Open Date for Homework 1  
**From** Nelson Hundt  
**Date** Nov 11,2008 1:45pm  
**Groups** site

### Message

Open Date for **Homework 1** is **Nov 11, 2008 10:26 AM**. To view this assignment, visit the **Assignments tool**.

&lt; Previous

Return to List

Next&gt;

## View Graded Submissions (VGS-1)

### Assignments 2



[Assignment List](#) ▶ Submissions for Homework 1

[Release Grades](#) | [Release All Student Feedback](#) | [Download All](#) | [Upload Grades](#)

Viewing 1 - 8 of 8

View

|< < Show 10 ... > >|

<a href="#">Student Name</a> ▲	<a href="#">Submitted</a>	<a href="#">Submission Status</a>	<a href="#">Grade</a> (Not Released)	<a href="#">Feedback Released?</a>
<a href="#">Arledge, Earlene</a>	Mar 27, 2008 12:02 pm	Late	--	
<a href="#">Butera, Sofia</a>	Mar 20, 2008 9:32 pm	Submitted	100.0	✓
<a href="#">Callow, Javier</a>		In Progress	--	
<a href="#">Cully, Elnora</a>	Mar 25, 2008 12:08 pm	Submitted	90.0	✓
<a href="#">Galeana, Allan</a>	Mar 26, 2008 1:02 pm	Submitted	93.0	✓
<a href="#">Haubert, Elinor</a>		Not Started	--	
<a href="#">Hauer, Max</a>	Mar 26, 2008 10:35 am	Submitted	79.5	✓
<a href="#">Hernstreet, Max</a>		In Progress	--	

Apply to all unassigned

## Notes for View Graded Submissions (VGS-1.1)

### Notes

#### Navigation

- The Instructor or TA accessed this screen by clicking the View Submissions link from the Assignment List screen (AL-1).
- System will display breadcrumbs at the top of the page, to assist the Instructor or TA in determining tool context. Assignment List is clickable.
- If the Instructor or TA clicks Assignment List, the system will return the user to the Assignment List screen (AL-1).

#### View Actions

- **Release Grades:** The system will display the Release Grades link for graded assignments whose grades have not yet been released.
- The system will not display the Release Grades link for ungraded assignments.
- If the Instructor or TA clicks Release Grades for an assignment that is available to all participants, the system will display a Release Grades Confirmation screen (RGC-1).
- If the Instructor or TA clicks Release Grades for an assignment that is available to a specified group, the system will display a Release Grades Warning screen (RGW-1).
- Once the Instructor or TA chooses to release the grades, the system will release all grades for the students listed in the Student Name column and the system will change the Release Grades link to Retract Grades.
- If the Instructor or TA clicks Retract Grades, the system will display a Retract Grades confirmation screen (RTGC-1).
- **Release All Student Feedback:** If the Instructor or TA clicks Release All Student Feedback, the system will display the Release Feedback helper (RFH-1).
- Once the Instructor or TA chooses to release all student feedback, all feedback for every submission version for the students listed in the Student Name column will be released and the Release All Student Feedback link will change to Retract All Student Feedback.
- If the Instructor or TA adds feedback after clicking Release All Student Feedback, this feedback will be automatically released.
- **Download All:** If the Instructor or TA clicks Download All, the system will zip up all submissions (text and attachments) as well as a template spreadsheet file for the students listed in the Student Name column and will display a message to the user asking the user where he would like to save the zip file. The Instructor or TA will use the template spreadsheet file when uploading grades and comments. See the notes for the Download All screen (DAN-1) for additional details.
- **Upload Grades:** If the user clicks Upload Grades, the system will display the Upload Grades screen (UG-1).

## Notes for View Graded Submissions (VGS-1.2)

### Notes

#### Apply to all Unassigned

- By default, if the instructor is using a points or percentages gradebook, the system will display a 0 in the 'Apply to all unassigned' text box. If the instructor is using a letter grades gradebook, the system will display an F in the 'Apply to all unassigned' text box by default.
- If the instructor clicks Apply, then the Grade field for any student with a -- will be populated with a 0/F or whatever the instructor entered in the 'Apply to all unassigned' text box.

#### View

- The Instructor or TA can filter this list by section/group using the View drop-down. For an assignment with access permissions for all students, this drop-down includes All Sections/Groups, which is the default option, as well as a list of the individual groups and/or sections related to this site.

\* If the Instructor chooses a specific section, only the students in that section will display in the list.

**Note:** If no groups/sections exist in the site, then the View drop-down will show only All Sections/Groups.

- For an assignment with access permissions for only one group, the View drop-down will include only the name of the group that has permission to view this assignment.
- For an assignment with access permissions for two or more groups, the view drop-down will include All Sections/Groups, which is the default option, as well as a list of the individual groups and/or sections that have permission to view this assignment.
- The groups/sections will be listed in alphanumeric order.

#### Pager

- Pager will always be shown and will be set to 10 by default.
- Pager drop-down options include: Show 5, Show 10, Show 20, Show 50, Show 100, Show all.
- Text provided above the pager will say, Viewing 1 - X of Y, where X is the number of students shown on the page (Set to 10 by default, but can be changed by the Instructor or TA), and Y is the total number of students that the user has permission to view.

## Notes for View Graded Submissions (VGS-1.3)

### Notes

#### Sorting

- By default, this list will be sorted in ascending order by student name. Upon clicking Student Name, the system will sort the list of students in descending order by student name.
- Upon clicking Submitted, the system will sort the list of students in ascending order by date. If there is no submitted date, the student will appear at the bottom of the list when sorted in ascending order and at the top of the list when sorted in descending order.
- Upon clicking Submission Status, the system will sort the list of students in ascending alphanumeric order. Upon clicking Submission Status again, the system will sort the list of assignments in descending alphanumeric order.
- Upon clicking Grade, the system will sort the list of students in ascending alphanumeric order. Upon clicking Grade again, the system will sort the list of students in descending alphanumeric order.
- If there is no grade, the student will appear at the bottom of the list when sorted in ascending order and at the top of the list when sorted in descending order.
- Upon clicking Feedback Released, the system will sort the list of students in ascending order by released status (i.e., Students with feedback that has been released will appear at the top of the list). Upon clicking Feedback Released again, the system will sort the list of students in descending order by released status.

#### Student Name

- The system will display the names of the students that have permission to view this assignment and that the Instructor or TA has permission to view in the Student Name column.
  - \* Users with the gradebook.viewOwnGrades permission that do not have the gradebook.editAssignments, gradebook.gradeAll or gradebook.gradeSection permissions in the Gradebook will be considered students.
- For Instructors, the names that appear in the Student Name column depend upon the access settings established by the Instructor when adding the assignment.

## Notes for View Graded Submissions (VGS-1.4)

### Notes

#### Student Name (cont.)

- For TAs:
  - \* By default, the system will display only those students who are in the same group or section as the TA.
  - Note:** If there are no groups in the site, then the TA will not see any student submissions.
  - \* For graded assignments, the system will check to see if the Instructor has changed the TA's default permissions via the Grader permissions in the Gradebook, and if so, then the system will perform the following steps:
    - The system will first check to see which students the TA has access to view or grade (as set in the Gradebook via the Grader permissions).
    - The system then compares the list of students obtained in the first step to the list of students that have access to this assignment.
    - The system then displays to the TA the list of students that have access to this assignment that the he/she has permission to view or grade.
- Upon clicking a student's name, the system will display the View Student's Submission screen (VSS-1)

#### Submitted

- The date that appears in the Submitted column reflects the date and time of the most recent submission made by the student.
- If no submission has been made by the student, the system will display a blank field to the Instructor or TA.
- The date will be displayed in the following format: Mmm DD, YYYY HH:MM am/pm

#### Submission Status

- The status displayed in the Submission Status column reflects the status of the most recent submission made by the student.
- The following statuses will display depending on the status of the submission:
  - \* Not Started (No action has been taken by the student)
  - \* In Progress (The student has saved his/her work, but has not submitted it)
  - \* Submitted (The student has submitted his/her work prior to the due date and time)
  - \* Late (The student has submitted his/her work after the due date and time has passed)
  - \* Returned (The instructor or TA has provided feedback and returned the feedback to the student)

## Notes for View Graded Submissions (VGS-1.5)

### Notes

#### Grade

- The system only displays this column for graded assignments
- The system will display the grade that has been assigned to the student's submission in the Grade column.
- If no grade has been assigned, then the system will display a blank field to the Instructor or TA.
- If the grades have not been released by the Instructor or TA, then the system will display (Not Released) next to the Grade column header.
- If the grades have been released by the Instructor or TA, then the system will display (Released) next to the Grade column header.

#### Feedback Released?

- The system will display a check mark for each student whom the Instructor or TA has chosen to release feedback.
- If the Instructor or TA chooses to Release All Feedback using the link in the View Actions menu, then the system will display a check mark for all students in the list.
- Ensure that Assignments 2 Iteration 3 conforms to the alphanumeric sort order of students in Gradebook, Forums and Messages.
- Expose grader permissions
- Expose grade entry type
- Sometimes TAs won't be able to provide feedback, but they can view the submission (Check grader permissions and make sure we are accounting for all of the use cases)





## Notes for View Graded Submissions (VGS-1.6)

### Notes

- \* Users with the gradebook.gradeSection permission who do not have the gradebook.gradeAll permission will only see the Assignments that are available to all students or to groups of which the user is a member, unless the instructor has chosen to override these permissions via the Grader permissions in the Gradebook. For example, if the instructor creates a Grader permission that gives a TA access to all items in the Assignments category and to no items in the Tests category, then an assignment associated with an item in the Tests category will not be visible to the TA. The TA role has this permission in a generic Sakai instance.
- Note:** If a role has the gradebook.gradeAll and the gradebook.gradeSection permissions then gradebook.gradeAll will override gradebook.gradeSection.
  - Note:** For graded assignments, the TA will see an assignment if it is available to all students or if it is restricted to a group of which the TA is a member, or if the instructor creates a Grader permission that gives the TA permission to grade at least one student in that group.
- \* Users with the gradebook.gradeSection permission will only have permission to view submissions for students in their section, unless the instructor has chosen to override these permissions via the Grader permissions in the Gradebook for graded assignments. For example, if the TA is a member of Group A, then the TA only has permission to view the Group A submissions unless the instructor creates a Grader permission that allows this same TA to grade submissions for Group A and Group B. Instructors may not override this setting for assignments that are not graded.
  - Note:** The instructor may not override this setting for assignments that are not graded.
  - Note:** If there are no groups in the site, then the TA will not see any student submissions.

## Release Grades Confirmation (RGC-1)


**Assignments 2**


[Assignment List](#) ▶ Submissions for Homework 1

[Release Grades](#) | [Release All Student Feedback](#) | [Download All](#) | [Upload Grades](#)

Viewing 1 - 8 of 8
 

w 10 ... ▼
 >
 >|


View All Sections/Group

[Student Name](#) ▲

[Arledge, Earlene](#)  
[Butera, Sofia](#)  
[Callow, Javier](#)  
[Cully, Elnora](#)  
[Galeana, Allan](#)  
[Haubert, Elinor](#)  
[Hauer, Max](#)  
[Hernstreet, Max](#)

Mar 25, 2008 12:08 pm	Submitted	90.0	✓
Mar 26, 2008 1:02 pm	Submitted	93.0	✓
	Not Started	--	
Mar 26, 2008 10:35 am	Submitted	79.5	✓
	In Progress	--	

Apply to all unassigned  
 0


 Are you sure you want to release grades for all students?



d) [Feedback Released?](#)

## Notes for Release Grades Confirmation (RGC-1.1)

### Notes

- The Instructor or TA accessed this screen by clicking the Release Grades link from the View Graded Submissions screen (VGS-1).
- Upon clicking the Release Grades button, the system will perform the following actions:
  - \* Set the 'Release this item to students' and the 'Include this item in course grade calculations' options to true for the associated Gradebook Item.
  - \* Change the Release Grades link to Retract Grades
  - \* Change the Grades (Not Released) column header to Grades (Released).
- If the Instructor or TA clicks Cancel, the system will cancel the release grades action and return the Instructor or TA to the View Graded Submissions screen (VGS-1).

## Release Grades Warning (RGW-1)

 **Assignments 2** 

[Assignment List](#) ▶ Submissions for Group A's Project

[Release Grades](#)

**View** Group A


[Student Name](#)

[Arledge, Earlene](#)

[Callow, Javier](#)

[Galeana, Allan](#)

[Hauer, Max](#)

 **Warning:** This action will release the grades for all students in the site, not just for the group(s) with access to this assignment. Would you like to release the grades for all students in the site?

☐ Yes, release the grades for all students in the site

[Release Grades](#) [Cancel](#)

8

▼ > >|

[Check Released?](#)

Apply to all unassigned

0

[Apply](#)

## Notes for Release Grades Warning (RGW-1.1)



### Notes

- The Instructor or TA accessed this screen by clicking the Release Grades link from the View Graded Submissions screen (VGS-1) for an assignment that is only available to specified group(s).
- Upon selecting the 'Yes, release grades for all students, not just students in this group' checkbox and clicking the Release Grades button, the system will perform the following actions:
  - \* Set the 'Release this item to students' and the 'Include this item in course grade calculations' options to true for the associated Gradebook Item.
  - \* Change the Release Grades link to Retract Grades
  - \* Change the Grades (Not Released) column header to Grades (Released).
- If the Instructor or TA clicks the Release Grades button without selecting the 'Yes, release grades for all students, not just students in this group' checkbox, the system will display the following error message below the warning message:

You must confirm that you want to release grades to all students.

- If the Instructor or TA clicks Cancel, the system will cancel the release grades action and return the Instructor or TA to the View Graded Submissions screen (VGS-1).




## Retract Grades Confirmation (RTGC-1)

 **Assignments 2** 

[Assignment List](#) ▶ Submissions for Homework 1

[Retract Grades](#) | [Release All Student Feedback](#) | [Download All](#) | [Upload Grades](#)


Viewing 1 - 8 of 8

View  w 10 ...   

<a href="#">Student Name</a> ▲				<a href="#">Feedback Released?</a>
<a href="#">Arledge, Earlene</a>				✓
<a href="#">Butera, Sofia</a>				
<a href="#">Callow, Javier</a>				
<a href="#">Cully, Elnora</a>	Mar 25, 2008 12:08 pm	Submitted	90.0	✓
<a href="#">Galeana, Allan</a>	Mar 26, 2008 1:02 pm	Submitted	93.0	✓
<a href="#">Haubert, Elinor</a>		Not Started	--	
<a href="#">Hauer, Max</a>	Mar 26, 2008 10:35 am	Submitted	79.5	✓
<a href="#">Hernstreet, Max</a>		In Progress	--	

Apply to all unassigned

**Retract Grades**

 Are you sure you want to retract grades for all students?

## Notes for Retract Grades Confirmation (RTGC-1.1)

### Notes

- The Instructor or TA accessed this screen by clicking the Retract Grades link from the View Graded Submissions screen (VGS-1).
- Upon clicking the Retract Grades button, the system will perform the following actions:
  - \* Set the 'Release this item to students' and the 'Include this item in course grade calculations' options to false for the associated Gradebook Item.
  - \* Change the Retract Grades link to Release Grades
  - \* Change the Grades (Released) column header to Grades (Not Released).
- If the Instructor or TA clicks Cancel, the system will cancel the retract grades action and return the Instructor or TA to the View Graded Submissions screen (VGS-1).

## Release Feedback Helper (RFH-1)

**Assignments 2**

[Assignment List](#) ▶ Submissions for Homework 1

[Release Grades](#) | [Release All Student Feedback](#) | [Download All](#) | [Upload Grades](#)

View 
Viewing 1 - 8 of 8
Show 10 ... ▼
>
>|

<a href="#">Student Name</a> ▲				
<a href="#">Arledge, Earlene</a>				
<a href="#">Butera, Sofia</a>				
<a href="#">Callow, Javier</a>				
<a href="#">Cully, Elnora</a>	Mar 25, 2008 12:08 pm	Submitted	90.0	✓
<a href="#">Galeana, Allan</a>	Mar 26, 2008 1:02 pm	Submitted	93.0	✓
<a href="#">Haubert, Elinor</a>		Not Started	--	
<a href="#">Hauer, Max</a>	Mar 26, 2008 10:35 am	Submitted	79.5	✓
<a href="#">Hernstreet, Max</a>		In Progress	--	

[Feedback Released?](#)

Are you sure you want to release all student feedback?

[Release Feedback](#)
[Cancel](#)

Apply to all unassigned
 
[Apply](#)



## Notes for Release Feedback Helper (RFH-1.1)

### Notes

- The user accessed this screen by clicking 'Release All Student Feedback' from the View Graded Submissions screen (VGS-1) or the View Ungraded Submissions screen (VUS-1).
- If there are no submissions with multiple versions, the system will display the following message: 'Are you sure you want to release all student feedback?'
- If there is at least one submission with multiple versions, the system will display the following message: 'Are you sure you want to release all student feedback for all versions?'

## View Ungraded Submissions (VUS-1)

### Assignments 2

[Assignment List](#) ▶ Submissions for Homework 1

[Release All Student Feedback](#) | [Download All](#)

Viewing 1 - 8 of 8

View All Sections/Groups ▼

|< < Show 10 ... ▼ > >|

<a href="#">Student Name</a> ▲	<a href="#">Submitted</a>	<a href="#">Submission Status</a>	<a href="#">Feedback Released?</a>
<a href="#">Arledge, Earlene</a>	Mar 27, 2008 12:02 pm	Late	
<a href="#">Butera, Sofia</a>	Mar 20, 2008 9:32 pm	Submitted	✓
<a href="#">Callow, Javier</a>		In Progress	
<a href="#">Cully, Elnora</a>	Mar 25, 2008 12:08 pm	Submitted	✓
<a href="#">Galeana, Allan</a>	Mar 26, 2008 1:02 pm	Submitted	✓
<a href="#">Haubert, Elinor</a>		Not Started	
<a href="#">Hauer, Max</a>	Mar 26, 2008 10:35 am	Submitted	✓
<a href="#">Hernstreet, Max</a>		In Progress	

## Notes for View Ungraded Submissions (VUS-1.1)

### Notes

- This screen shows what View Submissions looks like when an assignment is ungraded.
- See the notes for View Graded Submissions for additional details.

## View Student's Submission (VSS-1)

### Assignments 2

[Assignment List](#) ▶ [Submissions for Homework 1](#) ▶ Homework 1 Submission for Earlene Arledge

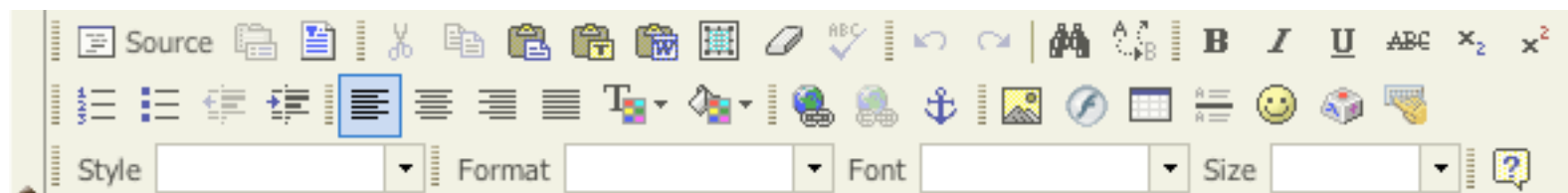
### Homework 1 Submission for Earlene Arledge

Submitted LATE on Mar 27, 2008 12:02 PM

#### ▶ Assignment Instructions

#### Submitted Text

Click in the text box below to add comments to the student's submission. Your comments will appear italicized and in red text.



I think that DPA is off on another IT misadventure in trying to impose IT on people and process that do not wish it. The business case for this is dodgy at best. They would be wise to let some other port suffer through the assured horror of building this system and then license the system as a fast follower!!!

*Agreed. We must include Customs now as the proposed efficiencies and savings are not possible unless Customs participates. Freezing them out or not including them will just make things worse over a year or two.*

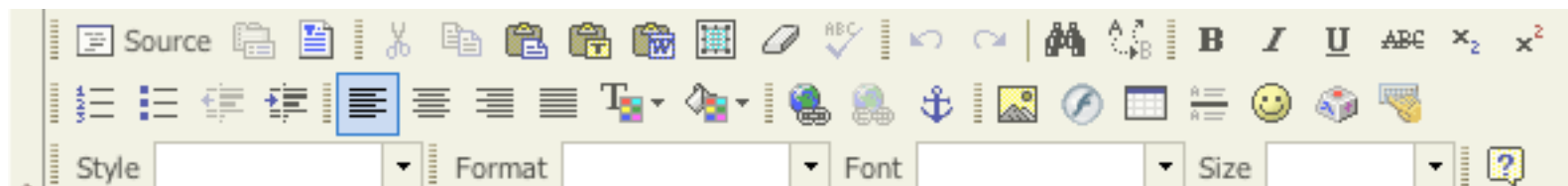
## View Student's Submission (VSS-2)

### Submitted Attachments

 [Earlene's Take on the Dubai Port Authority Case](#)

### ▼ Feedback

### Feedback



A rich text editor toolbar with various icons for text formatting, alignment, and insertion. Below the toolbar are four input fields labeled 'Style', 'Format', 'Font', and 'Size', each with a dropdown arrow. To the right of the 'Size' field is a help icon (a question mark inside a speech bubble).

### Feedback Attachments

No attachments yet

[Add Attachments](#)

## View Student's Submission (VSS-3)

### ▼ Resubmissions

☐ Override assignment-level settings?

This assignment has 2 submissions.

Additional Allowed Submissions  ▼

☒ Set Accept Until Date?  

### ▼ History

Mar 27, 2008 12:02 PM (Current Version)

Mar 25, 2008 8:38 AM [Edit](#)

### Gradebook Details

Points  (Out of 100)

Comments

Save

Save and Release Feedback

Cancel

## Notes for View Student's Submission (VSS-3.1)

### Notes

- The Instructor or TA accessed this screen by clicking a student's name from the View Graded Submissions screen (VGS-1).

### General Instructions

- The descriptive text beneath the page title 'Assignment Title for Student Name' will display the following submission statuses depending upon the status of the most recent submission:

- \* Not Started
- \* In progress, last saved on Mar 28, 2008 5:43 PM
- \* Submitted on Mar 20, 2008 9:32 PM
- \* Submitted LATE on Mar 27, 2008 12:02 PM

### Assignment Instructions

- Assignment Instructions section is collapsed by default
- Clicking the expansion triangle next to Assignment Instructions will display the assignment instructions and supporting materials.

### Submitted Text

- If instructor has chosen to accept submissions in Text format, then the Submitted Text WYSIWYG editor will display and any text provided by the student will be included.
- The instructor may provide comments within a student's submitted text and any comments entered will appear as italicized and in red text.

## Notes for View Student's Submission (VSS-3.2)

### Notes

#### Attachment Submission

- If instructor has chosen to accept submissions in Attachments format, then the Submitted Attachments section will display and any attachments provided by the student will be included

#### Feedback

- Feedback section is expanded by default
- Clicking the expansion triangle next to Feedback will hide the Feedback WYSIWYG editor and Feedback Attachments sections.
- The information provided by the Instructor or TA in the Feedback WYSIWYG editor and Feedback Attachments sections will be visible to the student once the Instructor chooses Release Feedback.
- If the Instructor is viewing a submission for which he/she has already provided feedback, then the feedback will be displayed in the Feedback WYSIWYG editor and/or the Feedback Attachments sections.
- If the student has provided multiple submissions, feedback for the most recent submission will be displayed here and feedback for previous submissions will be saved in the History section below.

#### Resubmissions

- Resubmissions section is collapsed by default
- Upon clicking the expansion triangle next to Resubmissions, the system will display the following:
  - \* 'Override Assignment-Level Settings' checkbox
  - \* The following text: 'This assignments has X submissions.' Where X is the number of assignment submissions that have been submitted by the specific student that the instructor is viewing.
  - \* 'Additional Allowed Submissions' drop-down
  - \* 'Set Accept Until Date?' checkbox and corresponding Date/Time fields
- Upon selecting the check box next to Override Assignment-Level Settings, the system will enable the 'Additional Allowed Submissions' drop-down and the 'Set Accept Until Date' checkbox and corresponding Date/Time fields.
- By default, the 'Additional Allowed Submissions' drop-down and the 'Set Accept Until Date' checkbox and corresponding Date/Time fields will contain the values set at the assignment level for the 'Number of Submissions' and the 'Accept Until Date' fields.
- If the instructor chooses to override the assignment-level settings, then the system will no longer check the assignment-level settings to determine whether or not a student can resubmit and will only check the settings for the individual student.



## Notes for View Student's Submission (VSS-3.3)

### Notes

#### Resubmissions (cont.)

**Note:** Keep in mind that the developers are saving two separate fields for resubmissions, assignment level and submission level. Right now they are checking the assignment level settings first and then they are checking the submission level settings. With this logic, if the instructor were to restrict the due date to a date prior to the due date set at the assignment level, this setting would be ignored. The logic would similarly ignore a smaller number of resubmissions set on the submission level.

#### Resubmissions: Additional Allowed Submissions

- By default, 'Additional Allowed Submissions' is set to 1.
- The options that are available from the 'Additional Allowed Submissions' drop-down are as follows: Unlimited, 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20

#### Resubmissions: Set Accept Until Date

- 'Set Accept Until Date' is not a required field if it is not selected. If 'Set Accept Until Date' is selected, then the user is required to enter a date and time.
- If the user selects 'Set Accept Until Date', then the system populates the corresponding date and time fields with the same date and time that is entered in the Due Date and time fields.
- Date format for Accept Until Date field is as follows: MM/DD/YY
- If the user deletes the date from the Accept Until Date field, the system displays the following message above the Accept Until Date field using the annotation-inactive annotation-incomplete class: MM/DD/YY
- Time format for Accept Until Date field is as follows: H:MM AM/PM
- If the user deletes the time from the Accept Until Time field, the system displays the following message above the Accept Until Time field using the annotation-inactive annotation-incomplete class: HH:MM AM/PM

**Note:** Once the Accept Until Date has passed, student submissions are no longer permitted.

**Note:** Don't allow an Accept Until Date that is prior to the Due Date

## Notes for View Student's Submission (VSS-3.4)

### Notes

#### History

- History section is collapsed by default
  - The History section will not display unless a student has submitted more than once
  - Clicking the expansion triangle next to History will display previous student submissions and instructor feedback
  - Instructor may view and edit previous student submissions and instructor feedback
  - Clicking the Edit link will save the current feedback and will replace the data in the Submitted Text, Submitted Attachments, Feedback, and Feedback Attachments fields with the data from the previous submission.
- Note:** The Resubmissions section will apply to all submissions within a single assignment.
- The system will move the student's submission data and the instructor's feedback to the History section when a student provides another submission.

#### Grade and Comments

- For a Gradebook with a grade entry type of points, the system will display Points next to the text box where the Instructor enters the student's grade. The system will also display (Out of X), where X is the total number of points available for the assignment, next to the text box where the Instructor enters the student's grade.
- For a Gradebook with a grade entry type of percentage, the system will display Percentage next to the text box where the Instructor enters the student's grade.
- The system will provide a Comments text box where the instructor can enter comments
- Upon clicking Save or Save and Release Feedback, the grade entered by the instructor and any comments will be saved to the gradebook.

**Note:** This section will not appear for ungraded assignments.

#### Save

- Upon clicking Save, the system will perform the following actions:
  - \* Any feedback provided in-line for Submitted Text, via the Feedback WYSIWYG editor, or via the Feedback Attachments will be saved, but will not be released to the student.
  - \* The system will save any changes to the Resubmissions section and the Grade and Comments section.
  - \* The system will return the instructor to the View Graded Submissions screen (VGS-1) or the View Ungraded Submissions screen (VUS-1) and will scroll to the user in the list that the instructor just graded.

## Notes for View Student's Submission (VSS-3.5)

### Notes

#### Save (cont.)

- Error handling for Resubmissions section. (Perform error checking on date and time fields for Resubmissions)
- This button will no longer appear once the instructor has chosen to release feedback.

#### Release Feedback

- Clicking Release Feedback releases assignment feedback to student, but not grade or gradebook feedback, changes button text to Retract Feedback and returns instructor to View Submissions screen.
- Make sure that release feedback only releases current version's feedback, not all versions

#### Save as Draft

- Clicking Save as Draft saves instructor feedback, but does not release feedback to student, and returns instructor to View Submissions screen.
- What does the workflow look like? If student submits something before instructor releases feedback, then feedback saved as draft is moved to history. Need to make it more apparent that there are previous submissions.
- Think about adding a confirmation screen to show the instructor what is being released to a student
- Design screen with previous submissions and comments expanded
- Design screen for non-graded assignments
- Allow instructor to provide feedback for previous versions and to release feedback for each version separately
- David would like us to include the date/time the draft was saved by the student, perhaps on the View Student's Submission screen
- Include the option to notify the student that a grade, comments, and/or feedback has been provided?

## Provide Feedback for NE (PFNE-1)

### Assignments 2

[Assignment List](#) ▶ [Submissions for Homework 1](#) ▶ Homework 2 Feedback for Earlene Arledge

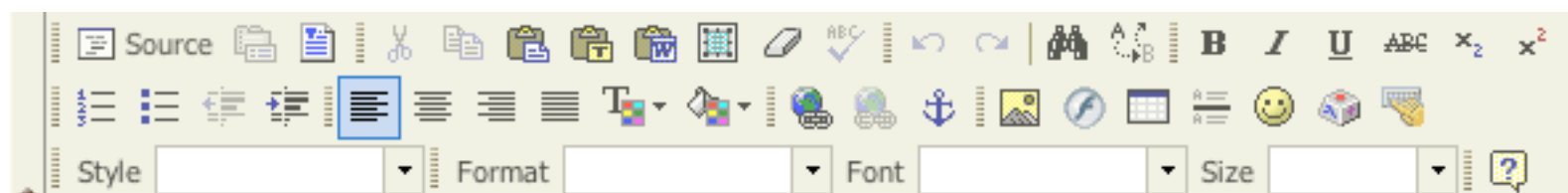
#### Homework 2 Feedback for Earlene Arledge

Submissions were provided non-electronically for this assignment.

▶ Assignment Instructions

▼ Feedback

#### Feedback



A rich text editor toolbar with various icons for text formatting, alignment, and insertion. Below the toolbar are four input fields labeled 'Style', 'Format', 'Font', and 'Size', each with a dropdown arrow. To the right of these fields is a help icon (a question mark inside a speech bubble).

## Provide Feedback for NE (PFNE-2)

### Feedback Attachments

No attachments yet

[Add Attachments](#)

### Gradebook Details [Edit grade and comments](#)

Score 90.0

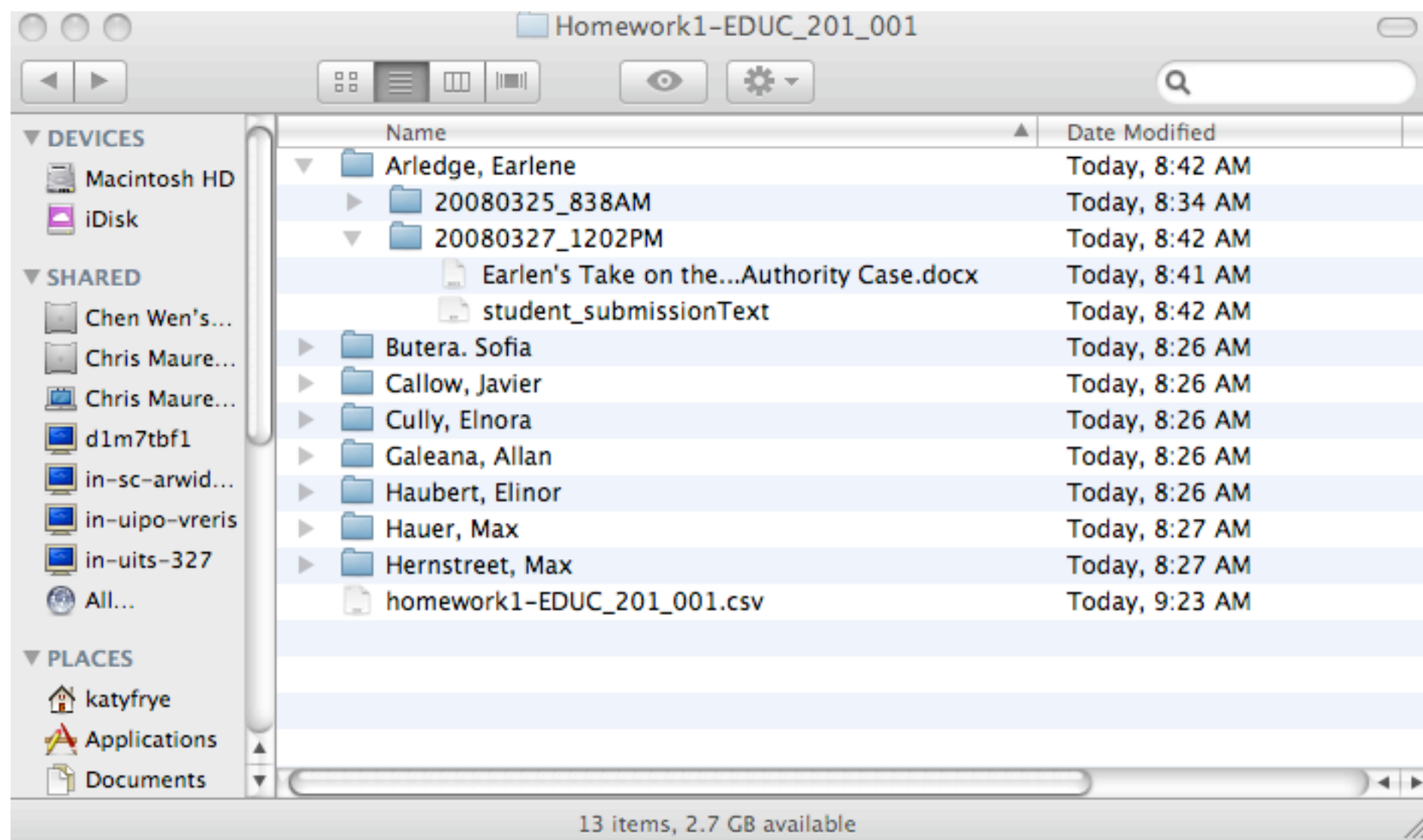
Grading Comments Nice work! Turn your assignment in on time and you will receive a higher score.

Release Feedback

Save as Draft

Cancel

## Download All (DA-1)



## Download All (DA-2)

	A	B	C	D	E	F	G	H	I
1	Student ID	Student Name	Homework 1	Comments					
2	earledge	Arledge,Earlen	90	Nice Work! Turn your assignment in on time and you will receive a higher score.					
3	sbutera	Butera,Sofia	100						
4	jcallow	Callow,Javier							
5	ecully	Cully,Elnora	90						
6	agaleana	Galeana,Allan	93						
7	ehaubert	Haubert,Elinor							
8	mhauer	Hauer,Max	79.5						
9	mhernstr	Hernstreet,Max							
10									
11									
12									
13									
14									
15									
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28									
29									
30									
31									
32									

## Notes for Download All (DA-2.1)

### Notes

- If an Instructor clicks Download All, the system displays a screen for the instructor to save a zip file of all student submissions
- Note:** If a TA invokes the Download All process, the system will download submissions from students that the TA has permission to view and the system will include only those students that the TA has permission to grade in the csv template.
- The name of the zip file is AssignmentName-SiteID.zip
- Provide the instructor with a csv template for the instructor to enter grades and comments and name the file AssignmentName-SiteID.csv (e.g., homework1-EDUC\_201\_001.csv)
  - \* Include the following fields in the file: student username, student name, grade, comment
  - \* Indicate that all students for that assignment must be included in the csv file
- Provide a folder for each student and name the folder Last Name, First Name Middle Initial
- In each student's folder, create a folder for each student submission and name the folder YYYYMMDD\_HHMMAM/PM (e.g., 20080327\_1202PM)
- In each submission's folder, provide the text and attachments for that version of the student's submission
- If it's an attachment only, don't generate a file for student submission text



## Upload Grades (UG-1)

### Assignments 2

[Assignment List](#) ▶ [Submissions for Homework 1](#) ▶ Upload Grades

#### Upload Grades

To upload the grades and comments you recorded in the csv file that was provided in your Download All zip file, click Browse..., choose the csv file from the Download All zip file and then click Import Spreadsheet.

\* Choose a file

Browse...

Import Spreadsheet

## Notes for Upload Grades (UG-1.1)

### Notes

- If the instructor clicks Upload Grades, the system displays a screen for the instructor to upload a csv file of grades and comments for all students
- Error checking to see if instructor provided a file to upload
- Error checking to see if file is in csv format
- Error checking to see if file includes student usernames in first column
- Error checking to see if data provided in grade field is in the correct format
- Error checking to see if student usernames provided in file match the usernames of the students in the site
- Error checking to see if user that is uploading grades has permission to upload grades for all students listed in the spreadsheet.
- Provide confirmation screen, so instructor can review grades and comments and approve them before they are saved to the Gradebook
- Provide confirmation message on View Submissions screen once grades and comments have been saved.
- Uploading spreadsheet again will replace existing data and add entry to the logs in the Gradebook
- Think about providing the ability to upload feedback for ungraded assignments

## Verify Grade Import (VGI-1)

### Assignments 2

Assignment List ▶ Submissions for Homework 1 ▶ Upload Grades

### Verify Grade Import

Below is a display of the contents of your spreadsheet. If you need to make changes, click the Back button, make changes to your file, and import it again.

Student ID	Student Name	Homework 1 [100.0]	Comments
earledge	Arledge, Earlene	90	Nice work! Turn your assignment in on time and you
sbutera	Butera, Sofia	100	
jcallow	Callow, Javier		
ecully	Cully, Elnora	90	
agaleana	Galeana, Allan	93	
ehaubert	Haubert, Elinor		
mhauer	Hauer, Max	79.5	
mhernstre	Hernstreet, Max		

## Notes for Verify Grade Import (VGI-1.1)

### Notes:

- The instructor and/or TA accessed this screen by clicking the 'Import Spreadsheet' button from the Upload Grades screen (UG-1).
- The system will display the following text beneath the Verify Grade Import header:
  - \* 'Below is a display of the contents of your spreadsheet. If you need to make changes, click the Back button, make changes to your file, and import it again.'
- If there are students included in the csv file that are not in the site participant list or if the instructor and/or TA does not have permission to grade specific students, the system will highlight the offending rows and will provide the following message as shown in the Verify Grade Import Error screen (VGIE-1):
  - \* 'Student ID's in the highlighted rows do not match the Student ID's on record and will not be imported.'
- If gradebook item is set to points or percentage and value entered is not a numeric value, the system will display the following error:
  - \* 'The spreadsheet you imported has non-numeric scores. The gradebook cannot accept non-numeric scores.'
- If gradebook item is set to points or percentage and value entered exceeds two decimal places, system will display the following error:
  - \* 'The spreadsheet you imported has scores with more than two decimal places. The gradebook cannot accept values that exceed two decimal places.'
- If gradebook item is set to non-calc and value entered exceeds eight characters, system will display the following error:
  - \* 'The spreadsheet you imported has scores that exceed eight characters. The gradebook cannot accept values that exceed eight characters.'
- If the content of the imported file extends past the screen, the system will provide a horizontal scroll wheel. The text will not wrap.
- If the instructor clicks OK, the system will import the grades and comments and will return the instructor to the View Graded Submissions screen (VGS-1).
- If the instructor clicks Back, the system will cancel the import action and return the instructor to the Upload Grades screen UG-1).

## Verify Grade Import Error (VGIE-1)

### Assignments 2

Assignment List ▶ Submissions for Homework 1 ▶ Upload Grades ▶ Verify Grade Upload

### Verify Grade Import

Below is a display of the contents of your spreadsheet. If you need to make changes, click the Back button, make changes to your file, and import it again.

 Student ID's in the highlighted rows do not match the Student ID's on record and will not be imported.

Student ID	Student Name	Homework 1 [100.0]	Comments
earledge	Arledge, Earlene	90	Nice work! Turn your assignment in on time and you
sbutera	Butera, Sofia	100	
jcallow	Callow, Javier		
ecully	Cully, Elnora	90	
agaleana	Galeana, Allan	93	
ehaubert	Haubert, Elinor		
mhauer	Hauer, Max	79.5	
mhernstre	Hernstreet, Max		
tkott	Kott, Tabatha		

## Notes for Verify Grade Import Error (VGIE-1.1)

**Notes:**

- The instructor and/or TA accessed this screen by clicking the 'Import Spreadsheet' button from the Upload Grades screen (UG-1).

## SV: Assignment List with No Assignments (SVALNA-1)

 Assignments 2



Assignment List | [Settings](#)

There are currently no assignments at this location.

## SV: Assignment List (SVAL-1)

### Assignments 2



#### Assignment List

To Do	Assignment Title	Due	Feedback	Grade
<input type="checkbox"/>	Audio Scriptwriting <a href="#">View Details and Submit</a>	May 13, 2008 3:00 pm		--
<input type="checkbox"/>	Read Chapter 16 of Friedmann <a href="#">View Details</a>   <a href="#">Mark as Completed</a>	May 6, 2008 3:00 pm		N/A
<input checked="" type="checkbox"/>	Grant Writing <a href="#">Submitted Apr 27, 2008 1:57 pm</a>	Apr 29, 2008 3:00 pm		--
<input checked="" type="checkbox"/>	Interactive Storytelling <a href="#">Submitted Apr 21, 2008 10:23 am</a>	Apr 22, 2008 3:00 pm		95/100
<input checked="" type="checkbox"/>	Professional Writing for Visual Media <a href="#">Submitted Apr 14, 2008 2:37 pm</a>   <a href="#">Resubmit</a>	Apr 15, 2008 3:00 pm		79/100



## Notes for SV: Assignment List (SVAL-1.1)

### Notes

- The user accessed this screen by clicking Assignments from the list of tools on the left.
- Clicking Settings from the menu at the top will take the user to the Settings screen (SS-1 for Students).
- If the instructor has not created any assignments, the system will display the following message below the Assignment List header 'No assignments exist for this site.'

### Visibility of Assignment and Links

- Users with the gradebook.viewOwnGrades permission that do not have the gradebook.editAssignments, gradebook.gradeAll or gradebook.gradeSection permissions in the Gradebook will have permission to view and/or submit open assignments and to view instructor feedback for his/her own assignment. The student role has this permission in a generic Sakai instance.

### Sorting

- By default, if no sort order has been defined by the instructor, the system will sort the assignments in the order in which the assignments were added by the instructor.
- If the instructor has defined a sort order for the assignments, then the system will sort the assignments first by To Do in descending order and then by instructor specified order.

### To Do

- System displays a deselected checkbox in the To Do column for all assignments.
- A student may select or deselect the To Do checkbox at any time.
- If a student selects the To Do checkbox, then the system will grey out the assignment and move it to the bottom of the To Do list.
- If a student submits an assignment, the system will select the To Do checkbox for the submitted assignment. However, the student may deselect the To Do checkbox if he chooses.
- If a student deselects the To Do checkbox, then they system will move the assignment to the top of the To Do list and change the assignment's font color to black.

## Notes for SV: Assignment List (SVAL-1.2)

### Notes

#### Assignment Title and Action Links

- System displays the title of the assignment and any actions that can be taken on the assignment in the Assignment Title column.

The actions that may appear are as follows:

- \* **View Details and Submit:** This action will appear for assignments that have not been submitted, that have an Accept Until Date that has not passed, where the first version of the assignment has been saved as a draft, and that have a submission type of text only, attachments only, or text and attachments. If the user clicks View Details and Submit, the system will display the View Details and Submit screen (VDS-1).
- \* **View Details:** This action will appear for assignments with a submission type of non-electronic, assignments that do not require a submission, and assignments without a submission that are past the accept until date or due date if there is no accept until date. If the user clicks View Details, the system will display the View Details screen (VD-1).
- \* **Resubmit:** This action will appear for assignments that allow for resubmission with an Accept Until Date that has not passed. If the user clicks Resubmit, the system will display the Resubmit screen (SVR-1).
- \* **Submitted Mmm DD YYYY HH:MM am/pm:** Submitted Mmm DD YYYY HH:MM am/pm will appear for assignments that have one or more submissions and will display the submitted date and time of the most recent submission. If the user clicks 'Submitted Mmm DD YYYY HH:MM am/pm', the system will display the View Submissions screen (VS-1).

#### Due

- System displays the due date of the assignment, if a due date was set by the instructor upon creation of the assignment, in the Due column.

- Due date format: Mmm DD YYYY HH:MM am/pm.

- If no due date is set by the instructor, the system will display 'N/A' in the due date field for the associated assignment.

## Notes for SV: Assignment List (SVAL-1.3)

### Notes

#### Feedback

- System will display a closed envelope icon for submissions for which feedback and/or comments have been released to the student by the instructor and have not been viewed by the student.
- System will display an open envelope icon for submissions for which feedback and/or comments have been provided and have been viewed by the student.
- System will not display a feedback icon if no feedback has been provided.
- System will not display a feedback icon if an instructor has provided a grade but no comments or feedback.
- The feedback icon will display as soon as an instructor releases feedback to the user. If the instructor retracts the feedback, the feedback icon will no longer display and feedback will not be visible via the View Submissions screen (VS-1).
- If the user clicks the closed envelope icon or the open envelope icon, the system will display the View Submissions screen (VS-1) with feedback.

#### Grade

- System will display the assigned grade for a submission if a grade has been assigned.
- System will display '--' if no grade has been assigned by the instructor.
- If the instructor chose the option 'This assignment is not graded' upon creation of the assignment, then the system will display 'N/A' in the grade field for the associated assignment.
- If the grade entry type is points, the system will display the grade assigned to the submission followed by the total number of available points for the submission, like so: 95/100.
- If the grade entry type is percentages, the system will display the numeric grade assigned to the submission followed by a % sign, like so: 95%.
- If the grade entry type is letter grades, the system will display the letter grade assigned to the submission, like so: A.

## Settings for Student (SS-1)

### Assignments

Assignment List ▶ Settings

#### Submission Notification

☐ Send me email confirmation upon successful submission of each assignment

Save

Cancel

## Notes for Settings for Student (SS-1.1)

**Notes**

- The user accessed this screen by clicking 'Settings' from the Student View of the Assignment List screen (SVAL-1).

**Submission Notification**

- The system will display a checkbox with the message 'Send me email confirmation upon successful submission of each assignment.'

**Save**

- Upon clicking Save, any changes made to this form will be saved and the Student will be returned to the Student View of the Assignment List screen (SVAL-1).

**Cancel**

- Upon clicking Cancel, any changes made to this form will be reverted to the previous settings and the Student will be returned to the Student View of the Assignment List screen (SVAL-1).

## Email Confirmation for Successful Submission (ECSS-1)

From: Oncourse [no-reply@oncourse.iu.edu]

Site Title: SP08 IN NEWM N260 22851

Site ID: SP08-IN-NEWM-N260-22851

Assignment: Professional Writing for Visual Media

Assignment Due Date: Apr 7, 2008 1:00 pm

Student: Earlene Arledge (earledge)

Submission ID: a3a1f869-f75e-4eab-b84d-e4e587d993c5

Submitted on: Apr 7, 2008 12:52 pm

Submitted Text:

Sample submission text.

Attachments:

Sample\_attachment.doc (1KB)

### Notes

- Email comes from Oncourse [no-reply@oncourse.iu.edu]
- Site Title is the title of the site that appears on the site's tab
- Site ID is the system ID of the site that appears in the site's URL
- Assignment is the title of the assignment
- Assignment Due Date is the due date and time of the assignment
- Student is the First Name Last Name (Student ID) of the student who submitted the assignment
- Submission ID is the system-assigned ID of the student's submission

## SV: View Details and Submit (VDS-1)

### Assignments 2



#### Assignment List ▶ View Details and Submit

Professional Writing for Visual Media Submission for Earlene Arledge

DUE: Apr 7, 2008 1:00 PM

#### Assignment Details

**Graded?** Yes  
**Points Possible** 100.0  
**Resubmissions Allowed?** No

#### Instructions

Your assignment is to write a job description for a position related to visual media. Refer to the reading assignment and the DVD that comes with the textbook for information to get you started. The book primarily focuses on visual media for entertainment and for corporate video projects. There are a host of other types of jobs that aren't covered in the reading, like for video games or websites.

You should include in your paper, but please don't limit your paper to, the following:

- \* A list of skills needed to complete the job (keep in mind we're dealing with new media, web, video, etc.).
- \* Qualifications
- \* Salary Range

## SV: View Details and Submit (VDS-2)

Follow the general research paper format (introduction, body, conclusion, references). The textbook should not be your only resource. You will be graded according to how much additional research you've conducted outside of the reading assignment. If you get information from a website, be sure to include the link in your list of references.

Turn in your paper electronically using the Assignments tool by the start of class on Monday, April 7th.

### Supporting Materials

 [Friedmann\\_CH16.doc](#)





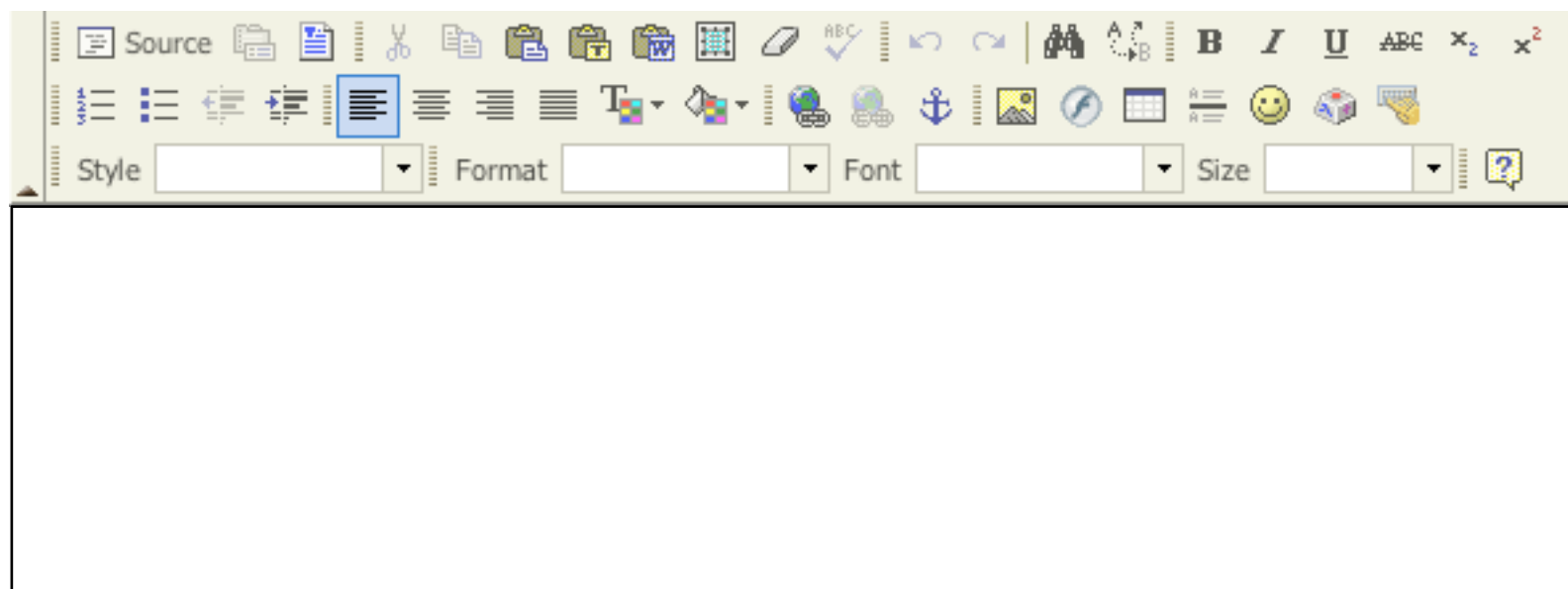
## SV: View Details and Submit (VDS-3)

### Assignment Submission

You may submit your assignment by entering text in the Submission Text box below and/or by attaching files.

An \* designates a required field.

**Submission Text** (Autosaved on May 6, 2008 1:55 pm)

A rich text editor interface. The top part is a toolbar with various icons for text formatting (bold, italic, underline, text color, background color), alignment (left, center, right, justified), indentation, bulleted and numbered lists, link and unlink, insert (table, image, media), and undo/redo. Below the toolbar are four dropdown menus labeled 'Style', 'Format', 'Font', and 'Size'. Below these is a large, empty rectangular text area for entering the submission text.

### Attachments

No attachments yet

[Add Attachments](#)

\* ☐ **Honor Pledge:** I have neither given nor received aid on this assignment.

Submit

Preview

Save and Exit

## Notes for SV: View Details and Submit (VDS-3.1)

### Notes

- User accessed this screen by clicking View Details and Submit from the Assignment List screen.
- System will display a page header beneath the breadcrumbs that includes the assignment name and the student's name. The system will display the header in the following format: '<Assignment Name> Submission for <Student Name>'.
- System will display the due date beneath the page header, if a due date was set by the instructor, in the following format: 'DUE: Mmm DD, YYYY HH:MM am/pm'.
- System will display the following message, if no due date was set by the instructor: 'No due date was set by the instructor.'

### Assignment Details

- System will display the following details under Assignment Details:
  - \* **Graded?:** When creating an assignment, if the instructor chose 'This assignment is not graded', the system will display 'No'. When creating an assignment, if the instructor chose 'This assignment is graded and is associated with a gradebook item', the system will display 'Yes'.
  - \* **Points Possible:** When creating an assignment, if the instructor chose 'This assignment is graded and is associated with a gradebook item' and the grade entry type in the Gradebook is set to 'Points', then the system will display this field along with the total number of points possible for the associated gradebook item. If the grade entry type in the Gradebook is set to 'Percentage' or 'Letter Grade' then the system will not display this field.

## Notes for SV: View Details and Submit (VDS-3.2)

### Notes

#### Assignment Details (cont.)

- System will display the following details under Assignment Details (cont.):

\* **Resubmissions Allowed?:** System will display 'Yes' if the following is true: Instructor selected 'Require Submissions?' and set 'Number of Submissions' to a number greater than '1', when creating an assignment. -OR- Instructor selected 'Override assignment-level settings?' and entered a number greater than or equal to '1' for the number of additional time(s) the student may submit, when reviewing a submission.

System will display 'No' if the following is true: Instructor selected 'Require Submissions?' and set 'Number of Submissions' equal to '1', when creating an assignment. -OR- Instructor did not select 'Override assignment-level settings?', when reviewing a submission.

System will not display this field if the following is true: Instructor did not select 'Require Submissions?', when creating an assignment.

\* **Remaining Submissions Allowed?:** System will display this field if 'Resubmissions Allowed?' is set to 'Yes'. The value in this field will be determined by subtracting the number of completed submissions from the total number of submissions allowed unless the instructor set number of submissions to unlimited. In that case, system will display 'Unlimited'.

**Note:** The current submission will not be included in the number of completed submissions.

\* **Grade:** System will only display this field if a grade has been provided. The system will display the assigned grade in this field once a grade has been provided.

\* **Comments:** System will only display this field if comments have been provided. The system will display the assigned comments in this field once the comments have been provided.

## Notes for SV: View Details and Submit (VDS-3.3)

### Notes

#### Instructions

- If the instructor did not provide instructions, the system will display the following message beneath the instructions header: 'No instructions were provided.'
- If the instructor provided instructions, the system will display the instructions in rich text format beneath the instructions header.

#### Supporting Materials

- If the instructor did not provide supporting materials, then the system will not display the supporting materials header.
- If the instructor provided supporting materials, the system will display an icon that matches the file type and a clickable title link.
- To view the supporting material, the student will click the title and the system will prompt the student to download the file.

#### Assignment Submission

- If the instructor selected 'Require Submissions?' and 'Submission Format' is set to 'Text Only', 'Attachments Only', or 'Text and Attachments', then the system will display this section.
- If the instructor selected 'Require Submissions?' and 'Non-electronic' OR if the instructor did not select 'Require Submissions?', then the system will not display this section.
- If 'Submission Format' is set to 'Text Only', then the system will display only the 'Submission Text' WYSIWYG editor beneath the assignment submission header.
- If 'Submission Format' is set to 'Attachments Only', then the system will display only the 'Attachments' section beneath the assignment submission header.
- If 'Submission Format' is set to 'Text and Attachments', then the system will display both the 'Submission Text' WYSIWYG editor and the 'Attachments' section beneath the assignment submission header.

## Notes for SV: View Details and Submit (VDS-3.4)

### Notes

#### Submission Text

- System will autosave any changes to the 'Submission Text' multiple times each minute.

#### Attachments

- Upon clicking Add Attachments, the system will display the Add Attachments helper.

#### Honor Pledge

- If the instructor selected 'Require Honor Pledge?', the system will display a checkbox beneath the Attachments section with the descriptor 'Honor Pledge:' and the text for the honor pledge that was provided by the instructor via the Settings for Instructor screen (SI-1).
- The student is required to select the Honor Pledge check box before he can turn in his submission.

#### Submit

- Upon clicking Submit, the system will check for the following:
  - \* If the instructor selected 'Require Honor Pledge?', then the system will check to ensure the student selected the Honor Pledge check box. If the honor pledge check box is not selected, the system will save any changes and display the following inline warning message 'This is required.'
  - \* The system will check to see if an Accept Until Date has been set. If an Accept Until Date has been set and the Accept Until Date has passed, the system will save any changes and display the following message 'The accept until date has passed for this assignment. Submissions are no longer accepted.'
- If all checks are passed, the system will display a thickbox Submission Confirmation screen (SVSC-1) to the student, unless the student has chosen 'Don't show me this message again' in which case the system will return the student to the Assignment List screen and will display a confirmation message to the user (ALC-1).

## Notes for SV: View Details and Submit (VDS-3.5)

### Notes

#### Preview

- Upon clicking Preview, the system will display the Preview Details and Submit screen (PDS-1) to the student.

#### Save and Exit

- Upon clicking Save and Exit, the system will save any unsaved changes to the Submission text and/or included attachments and will return the student to the Assignment List screen.

## SV: Preview Details and Submit (PDS-1)

### Assignments 2

[Assignment List](#) ▶ [View Details and Submit](#) ▶ [Preview](#)

Preview of Professional Writing for Visual Media Submission for Earlene Arledge

DUE: Apr 7, 2008 1:00 PM.

#### Submission

Indiana University is currently looking for a talented and highly motivated Visual Media Instructor for our Recording Artist Program.

Indiana University has a top-ranked school of music located in Bloomington, Indiana. We prepare our students for careers in the music industry as recording artists, performers, sound engineers, promoters and managers. Our students arrive with a passion for music and leave with the practical knowledge, technical skills and hands-on experience that it takes to transform their aspirations into careers.

The successful candidate will be able to develop and teach an introductory course in visual media to independent musicians. This program is aimed at musicians who want to record and release their own music. (Students will learn about recording and general music business concepts in other classes)

Topics will include:

- Basics of graphic design
- Photo/video editing and
- Web design

## SV: Preview Details and Submit (PDS-2)

### QUALIFICATIONS

The successful candidate will have:

- 3+ years experience in professional web design and development
- Proven ability to teach technical concepts to a non-technical audience
- Proficiency in Adobe Creative Suite especially Photoshop
- Basic familiarity with iWeb and iMovie

☒ **Honor Pledge:** I have neither given nor received aid on this assignment.

Submit

Edit

Save and Exit



## SV: Submission Confirmation (SC-1)

Assignments 2

Assignment List ▶ View Details and Submit

Professional Writing for Visual Media Submission for Earlene Arledge  
DUE: Apr 7, 2008 1:00 PM

Assignment Details

Graded?

Points Possible

Resubmissions Allowed

Instructions

Your assignment includes a DVD that comes with the textbook. This DVD contains information about visual media for entertainment and for corporate video projects. There are a host of other types of jobs that aren't covered in the reading, like for video games or websites.

You should include in your paper, but please don't limit your paper to, the following:

- \* A list of skills needed to complete the job (keep in mind we're dealing with new media, web, video, etc.).
- \* Qualifications
- \* Salary Range

Are you sure you are ready to send this submission to your instructor?

☐ Don't show me this message again.

Yes, Continue

No, Return to Assignment

## Notes for SV: Submission Confirmation (SC-1.1)

### Notes

#### **Don't Show Me This Message Again**

- Upon selecting the checkbox next to 'Don't show me this message again' and then selecting either 'Yes, Continue' or 'No, Return to Assignment', the system will save the setting and will not display this message upon clicking Submit from the View Details and Submit screen (VDS-3).

#### **Yes, Continue**

- Upon clicking 'Yes, Continue', the system will perform the following checks:

- \* The system will check to see if a Due Date has been set. If a Due Date has been set and the Due Date has passed, the system will mark the submission as 'Late'.

- \* The system will then check to see if an Accept Until Date has been set at the assignment-level. If an Accept Until Date has been set at the assignment-level and that date has passed then the system will display the following message to the user 'The accept until date has passed for this assignment. Submissions are no longer accepted.' However, if the instructor has chosen to override the assignment-level settings at the individual-level and the individual-level Accept Until Date has passed, then the system will display the same message as above to the user.

- Upon passing the checks, the system will save any changes to Submission Text and/or Attachments, route the submission to the instructor, send a confirmation message to the student and return the student to the Assignment List screen and will display a confirmation message to the student (ALC-1).

## Notes for SV: Submission Confirmation (SC-1.2)

### Notes

#### Confirmation Message

- Message will come from system (e.g., postmaster@oncourse.iu.edu). Hopefully there is a setting for this in sakai.properties that can be configured institutionally. Messages is using a similar approach.
- Message will read as follows:

Your '<Assignment Title>' assignment in your '<Site Name>' site has been submitted successfully. To view your submission, click '<Assignment Title> for <Student Name>'.

For example:

Your 'Professional Writing for Visual Media' assignment in your 'FA07 IN EDUC 201 001' site has been submitted successfully. To view your submission, click [Professional Writing for Visual Media Submission for Earlene Arledge](#).

- Upon clicking the '<Assignment Title> for <Student Name>' link, the system will display the submission to the student upon log in. (Ask Michelle if this is technically feasible)

#### No, Return to Assignment



- Upon clicking 'No, Return to Assignment', the system will display the SV: View Details and Submit screen (VDS-1).

## SV: Assignment List Confirmation (ALC-1)

### Assignments 2

#### Assignment List

☒ Your 'Professional Writing for Visual Media' assignment has been submitted successfully.

To Do	Assignment Title	Due	Feedback	Grade
<input type="checkbox"/>	Audio Scriptwriting <a href="#">View Details and Submit</a>	May 13, 2008 3:00 pm		--
<input type="checkbox"/>	Read Chapter 16 of Friedmann <a href="#">View Details</a>   <a href="#">Mark as Completed</a>	May 6, 2008 3:00 pm		N/A
<input checked="" type="checkbox"/>	Grant Writing <a href="#">Submitted Apr 27, 2008 1:57 pm</a>	Apr 29, 2008 3:00 pm		--
<input checked="" type="checkbox"/>	Interactive Storytelling <a href="#">Submitted Apr 21, 2008 10:23 am</a>	Apr 22, 2008 3:00 pm		95/100
<input checked="" type="checkbox"/>	Professional Writing for Visual Media <a href="#">Submitted Apr 14, 2008 2:37 pm</a>   <a href="#">Resubmit</a>	Apr 15, 2008 3:00 pm		79/100

## Notes for SV: Assignment List Confirmation (ALC-1.1)

### Notes

- The user accessed this screen by clicking 'Submit' from the SV: View Details and Submit screen (VDS-3) or by clicking 'Yes, Continue' from the Submission Confirmation screen (SC-1).

## View Assignment: Past Due/Accept Until Date (PDAD-1)

### Assignments 2

[Assignment List](#) ▶ [View Details](#)

Professional Writing for Visual Media Submission for Earlene Arledge

DUE: Apr 7, 2008 1:00 PM

 Submissions are no longer being accepted for this assignment.

#### Assignment Details

Graded?	Yes
Points Possible	100.0
Resubmissions Allowed?	No

#### Instructions

Your assignment is to write a job description for a position related to visual media. Refer to the reading assignment and the DVD that comes with the textbook for information to get you started. The book primarily focuses on visual media for entertainment and for corporate video projects. There are a host of other types of jobs that aren't covered in the reading, like for video games or websites.

You should include in your paper, but please don't limit your paper to, the following:

- \* A list of skills needed to complete the job (keep in mind we're dealing with new media, web, video, etc.).
- \* Qualifications
- \* Salary Range

## View Assignment Past Due/Accept Until Date (PDAD-2)

Follow the general research paper format (introduction, body, conclusion, references). The textbook should not be your only resource. You will be graded according to how much additional research you've conducted outside of the reading assignment. If you get information from a website, be sure to include the link in your list of references.

Turn in your paper electronically using the Assignments tool by the start of class on Monday, April 7th.

### Supporting Materials

 [Friedmann\\_CH16.doc](#)

[Return to List](#)

## Notes for View Assignment Past Due/Accept Until Date (PDAD-2.1)

### Notes

- The user accessed this screen by clicking 'View Details' from the SV: Assignment List screen (SVAL-1).
- Assignment List breadcrumb is active and if clicked by the user, the system will return the student to the Student View of the Assignment List screen (SVAL-1).
- If the accept until date for the assignment has passed or if there is no accept until date and the due date for the assignment has passed, then the system will display the message 'Submissions are no longer being accepted for this assignment.'
- System will display Return to List button.
- Upon clicking 'Return to List', the system will return the student to the Student View of the Assignment List screen (SVAL-1).



## SV: View Submission - One Submission (SVVS-1)

### Assignments 2



#### Assignment List ▶ View Submission

Professional Writing for Visual Media Submission for Earlene Arledge

Submitted Apr 7, 2008 12:52 PM

#### Assignment Details

**Graded?** Yes  
**Points Possible** 10.0  
**Resubmissions Allowed?** No

#### Instructions

Your assignment is to write a job description for a position related to visual media. Refer to the reading assignment and the DVD that comes with the textbook for information to get you started. The book primarily focuses on visual media for entertainment and for corporate video projects. There are a host of other types of jobs that aren't covered in the reading, like for video games or websites.

You should include in your paper, but please don't limit your paper to, the following:

- \* A list of skills needed to complete the job (keep in mind we're dealing with new media, web, video, etc.).
- \* Qualifications
- \* Salary Range

## SV: View Submission - One Submission (SVVS-2)

Follow the general research paper format (introduction, body, conclusion, references). The textbook should not be your only resource. You will be graded according to how much additional research you've conducted outside of the reading assignment. If you get information from a website, be sure to include the link in your list of references.

Turn in your paper electronically using the Assignments tool by the start of class on Monday, April 7th.

### Supporting Materials

 [Friedmann\\_CH16.doc](#)



## SV: View Submission - One Submission (SVVS-3)

### Assignment Submission

#### Submitted Text

Indiana University is currently looking for a talented and highly motivated Visual Media Instructor for our Recording Artist Program.

Indiana University has a top-ranked school of music located in Bloomington, Indiana. We prepare our students for careers in the music industry as recording artists, performers, sound engineers, promoters and managers. Our students arrive with a passion for music and leave with the practical knowledge, technical skills and hands-on experience that it takes to transform their aspirations into careers.

The successful candidate will be able to develop and teach an introductory course in visual media to independent musicians. This program is aimed at musicians who want to record and release their own music. (Students will learn about recording and general music business concepts in other classes)

Topics will include:

- Basics of graphic design
- Photo/video editing and
- Web design

#### QUALIFICATIONS

The successful candidate will have:

- 3+ years experience in professional web design and development
- Proven ability to teach technical concepts to a non-technical audience
- Proficiency in Adobe Creative Suite especially Photoshop
- Basic familiarity with iWeb and iMovie

[Return to List](#)

## SV: Multiple Submissions (SVMS-1)

### Assignments 2

[Assignment List](#) ▶ [Resubmit](#)

Movie Reviews Submission for Sofia Butera

DUE: Apr 21, 2008 1:00 PM

#### Assignment Details


Graded? Yes

Points Possible 20.0

Resubmissions Allowed? Yes

Remaining Submissions? 3

▼ Previous Submissions 

▼ Submitted Apr 9, 2008 4:38 PM 

Movie Review Submission for Sofia Butera

Submitted Apr 9, 2008 4:38 PM

#### Submission Text (Instructor comments may be included)

I think Michael Moore's "Bowling for Columbine" is the best documentary I've ever seen. Moore takes on the subject of guns in America, but it seems to me the film is really more about the larger topic of the country's so-called culture of

## SV: Multiple Submissions (SVMS-2)

many Americans are killed with guns. *Excellent point, Sofia.* Moore's dark humor made me laugh a lot while watching the movie, but he did leave me pondering certain aspects of American history, mass media, and racial tension. While I don't entirely endorse Moore's views and methods, I found "Bowling for Columbine" to be well worth watching.

### Instructor Feedback

Good summary, but you needed to include how these themes relate to democracy, citizenship, oppression, equality v. inequality, power and other concepts we are studying in this class. Take a look at the attached movie review for an example and try to include this information in your next review.

### Feedback Attachments

 [Bowling\\_for\\_Columbine.doc](#)

---

### Instructions

Write 4 movie reviews. Describe the basic themes, plot elements, and storylines. Describe how these themes relate to democracy, citizenship, oppression, equality v. inequality, power and other concepts we are studying in this class. Write up your thoughts and turn in your paper electronically using the assignments tool by the start of class on Monday, April 7th.

Choose from the following movies or contact me individually if you would like to do another movie:

Bowling For Columbine  
The Control Room  
Fahrenheit 911  
Three Kings  
Wag The Dog  
The War Room

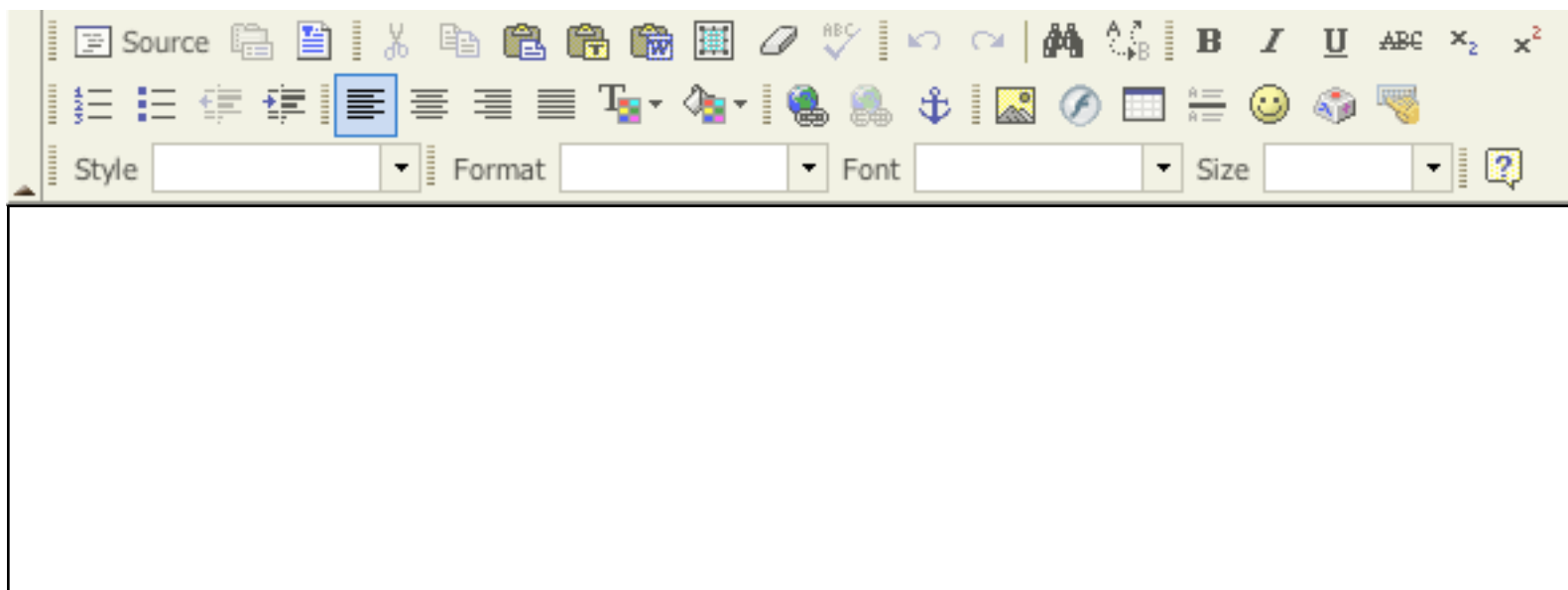
## SV: Multiple Submissions (SVMS-3)

Who Killed Vincent Chin  
Why We Fight

### Assignment Submission

You may submit your assignment by entering text in the Submission Text box below and/or by attaching files.  
An \* designates a required field.

**Submission Text** (Autosaved on May 6, 2008 1:55 pm)



A rich text editor interface. The toolbar at the top includes icons for source code, undo, redo, bold, italic, underline, text color, background color, bulleted list, numbered list, indent, outdent, link, unlink, insert image, insert table, smiley, and help. Below the toolbar are dropdown menus for Style, Format, Font, and Size. The main area is a large, empty text box for submission.

Submit

Preview

Save and Exit

## Notes for SV: Multiple Submissions (SVMS-3.1)

### Notes

- The user accessed this screen by clicking 'View Submissions' from the SV: Assignment List screen (SVAL-1).
- If a student has already made a submission for this assignment, the system will display a 'Previous Submissions' bar that is collapsed by default.
- If any of the previous submissions have unread feedback, the system will display a closed envelope icon next to the Previous Submissions text.
- Upon expanding the 'Previous Submissions' bar, the system will display a separate bar for each previous submission with the title 'Submitted Ddd MM, YYYY HH:MM AM/PM'.
- If the previous submission has unread feedback, the system will display a closed envelope icon next to the 'Submitted Ddd MM, YYYY HH:MM AM/PM' text.
- Upon expanding a section for a previous submission, the system will mark the feedback for that submission as read and will remove the closed envelope icon next to the 'Submitted Ddd MM, YYYY HH:MM AM/PM' text. Also, if the expanded section is the last section with unread feedback, the system will remove the closed envelope icon next to the 'Previous Submissions' bar.
- If an instructor has returned an assignment to a student, the Submitted Text section will read 'Submitted Text (Instructor comments may be included)'.

## SV: Resubmit (SVR-1)

### Assignments 2



#### Assignment List ▶ Resubmit

Professional Writing for Visual Media Submission for Sofia Butera

DUE: Apr 21, 2008 1:00 PM

#### Assignment Details

Graded? Yes

Points Possible 10.0

Resubmissions Allowed? Yes

Remaining Submissions? 1

#### ▼ Previous Submissions

▼ Submitted Apr 7, 2008 12:52 PM

Professional Writing for Visual Media Submission for Sofia Butera

Submitted Apr 7, 2008 9:23 AM

#### Submission Text

Do you like music? What about LIVE music? How about a jammin work environment - with live music? Michigan State University is currently looking for a talented and highly motivated Visual Media Instructor for our Recording Artist Program.



## SV: Resubmit (SVR-2)

Michigan State University is a contemporary school of music located in East Lansing, Michigan.

### Instructor Feedback

Good start, but you did not include information about the necessary qualifications or the salary range. Please revise your assignment and resubmit it.

---

### Instructions

Your assignment is to write a job description for a position related to visual media. Refer to the reading assignment and the DVD that comes with the textbook for information to get you started. The book primarily focuses on visual media for entertainment and for corporate video projects. There are a host of other types of jobs that aren't covered in the reading, like for video games or websites.

You should include in your paper, but please don't limit your paper to, the following:

- \* A list of skills needed to complete the job (keep in mind we're dealing with new media, web, video, etc.).
- \* Qualifications
- \* Salary Range

Follow the general research paper format (introduction, body, conclusion, references). The textbook should not be your only resource. You will be graded according to how much additional research you've conducted outside of the reading assignment. If you get information from a website, be sure to include the link in your list of references.

Turn in your paper electronically using the Assignments tool by the start of class on Monday, April 7th.

### Supporting Materials

 [Friedmann\\_CH16.doc](#)

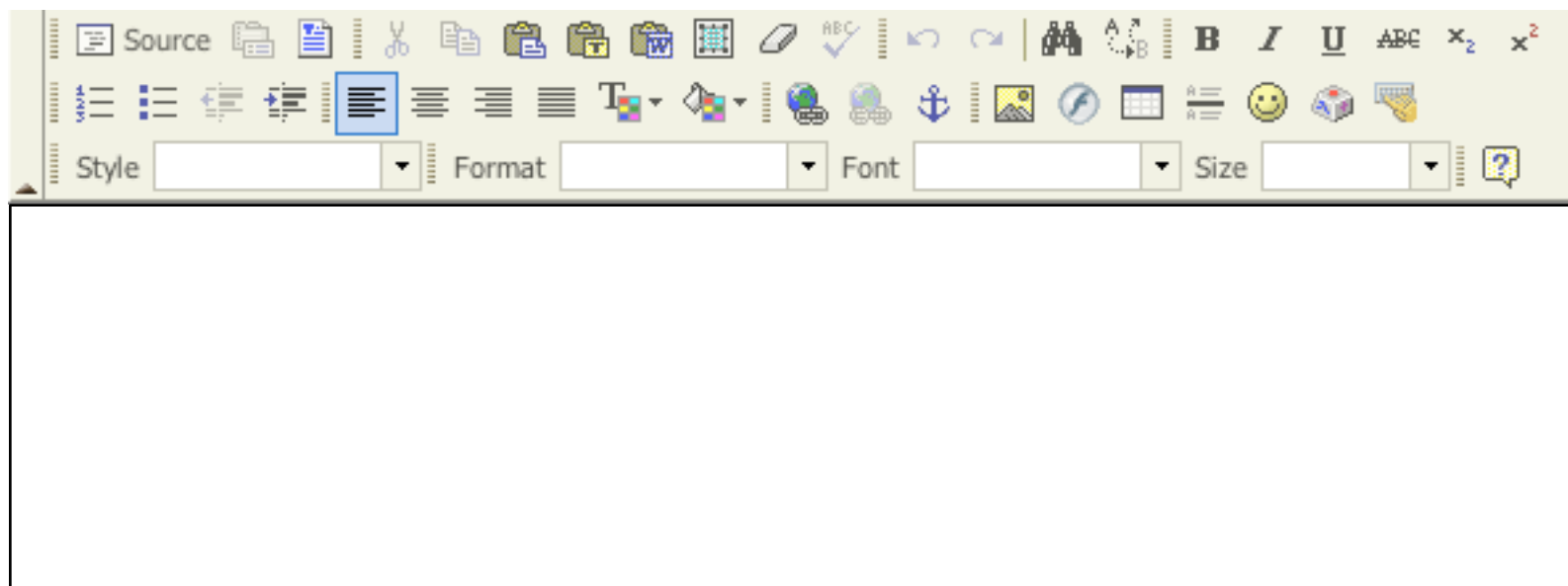
## SV: Resubmit (SVR-3)

### Assignment Submission

You may submit your assignment by entering text in the Submission Text box below and/or by attaching files.

An \* designates a required field.

**Submission Text** (Autosaved on May 6, 2008 1:55 pm)



A rich text editor interface. The toolbar at the top includes icons for Source, Undo, Redo, Bold, Italic, Underline, Text Color, Background Color, Bulleted List, Numbered List, Indent, Outdent, Link, Unlink, Image, Table, and others. Below the toolbar are dropdown menus for Style, Format, Font, and Size. The main area is a large, empty text box for submission.

### Attachments

No attachments yet

[Add Attachments](#)

Submit

Preview

Save and Exit

## Notes for SV: Resubmit (SVR-3.1)

### Notes

- User accessed this screen by clicking Resubmit from the Assignment List screen.
- System will display a page header beneath the breadcrumbs that includes the assignment name and the student's name. The system will display the header in the following format: '<Assignment Name> Submission for <Student Name>'.
- System will display the due date beneath the page header, if a due date was set by the instructor, in the following format: 'DUE: Mmm DD, YYYY HH:MM am/pm'.
- System will display the following message, if no due date was set by the instructor: 'No due date was set by the instructor.'

### Assignment Details

- System will display the following details under Assignment Details:
  - \* **Graded?:** When creating an assignment, if the instructor chose 'This assignment is not graded', the system will display 'No'. When creating an assignment, if the instructor chose 'This assignment is graded and is associated with a gradebook item', the system will display 'Yes'.
  - \* **Points Possible:** When creating an assignment, if the instructor chose 'This assignment is graded and is associated with a gradebook item' and the grade entry type in the Gradebook is set to 'Points', then the system will display this field along with the total number of points possible for the associated gradebook item. If the grade entry type in the Gradebook is set to 'Percentage' or 'Letter Grade' then the system will not display this field.

## Notes for SV: Resubmit (SVR-3.2)

### Notes

#### Assignment Details (cont.)

- System will display the following details under Assignment Details (cont.):

\* **Resubmissions Allowed?:** System will display 'Yes' if the following is true: Instructor selected 'Require Submissions?' and set 'Number of Submissions' to a number greater than '1', when creating an assignment. -OR- Instructor selected 'Override assignment-level settings?' and entered a number greater than or equal to '1' for the number of additional time(s) the student may submit, when reviewing a submission.

System will display 'No' if the following is true: Instructor selected 'Require Submissions?' and set 'Number of Submissions' equal to '1', when creating an assignment. -OR- Instructor did not select 'Override assignment-level settings?', when reviewing a submission.

System will not display this field if the following is true: Instructor did not select 'Require Submissions?', when creating an assignment.

\* **Remaining Submissions Allowed?:** System will display this field if 'Resubmissions Allowed?' is set to 'Yes'. The value in this field will be determined by subtracting the number of completed submissions from the total number of submissions allowed unless the instructor set number of submissions to unlimited. In that case, system will display 'Unlimited'.

**Note:** The current submission will not be included in the number of completed submissions.

\* **Grade:** System will only display this field if a grade has been provided. The system will display the assigned grade in this field once a grade has been provided.

\* **Comments:** System will only display this field if comments have been provided. The system will display the assigned comments in this field once the comments have been provided.

## Notes for SV: Resubmit (SVR-3.3)

### Notes

#### Previous Submissions

- By default, the 'Previous Submissions' section will be collapsed.
- Upon expanding the 'Previous Submissions' section by clicking the expansion triangle, the system will display a collapsed grey bar for each previous submission that includes the word 'Submitted' and the date and time that the assignment was submitted. The system will display this information in the following format: Submitted Mmm DD, YYYY HH:MM am/pm .
- Upon expanding one or more of the 'Submitted' sections, the system will display the following:
  - \* <Assignment Title> Submission for <Student Name>
  - \* Submitted Mmm DD, YYYY HH:MM am/pm
  - \* Submitted Text and Inline Instructor Feedback (If provided)
  - \* Submitted Attachments (If provided)
  - \* Instructor Feedback (If provided)

## Notes for SV: Resubmit (SVR-3.4)

### Notes

#### Instructions

- If the instructor did not provide instructions, the system will display the following message beneath the instructions header: 'No instructions were provided.'
- If the instructor provided instructions, the system will display the instructions in rich text format beneath the instructions header.

#### Supporting Materials

- If the instructor did not provide supporting materials, then the system will not display the supporting materials header.
- If the instructor provided supporting materials, the system will display an icon that matches the file type and a clickable title link. -
- To view the supporting material, the student will click the title and the system will prompt the student to download the file.

## Notes for SV: Resubmit (SVR-3.5)

### Notes

#### Assignment Submission

- If the instructor selected 'Require Submissions?' and 'Submission Format' is set to 'Text Only', 'Attachments Only', or 'Text and Attachments', then the system will display this section.
- If the instructor selected 'Require Submissions?' and 'Non-electronic' OR if the instructor did not select 'Require Submissions?', then the system will not display this section.
- If 'Submission Format' is set to 'Text Only', then the system will display only the 'Submission Text' WYSIWYG editor beneath the assignment submission header.
- If 'Submission Format' is set to 'Attachments Only', then the system will display only the 'Attachments' section beneath the assignment submission header.
- If 'Submission Format' is set to 'Text and Attachments', then the system will display both the 'Submission Text' WYSIWYG editor and the 'Attachments' section beneath the assignment submission header.

#### Submission Text

- System will autosave any changes to the 'Submission Text' multiple times each minute.

#### Attachments

- Upon clicking Add Attachments, the system will display the Add Attachments helper.

#### Honor Pledge

- If the instructor selected 'Require Honor Pledge?', the system will display a checkbox beneath the Attachments section with the descriptor 'Honor Pledge:' and the text for the honor pledge that was provided by the instructor via the Settings for Instructor screen (SI-1).
- The student is required to select the Honor Pledge check box before he can turn in his submission.

## Notes for SV: Resubmit (SVR-3.6)

### Notes

#### Submit

- Upon clicking Submit, the system will check for the following:
  - \* If the instructor selected 'Require Honor Pledge?', then the system will check to ensure the student selected the Honor Pledge check box. If the honor pledge check box is not selected, the system will save any changes and display the following inline warning message 'This is required.'
  - \* The system will check to see if an Accept Until Date has been set. If an Accept Until Date has been set and the Accept Until Date has passed, the system will save any changes and display the following message 'The accept until date has passed for this assignment. Submissions are no longer accepted.'
- If all checks are passed, the system will display a thickbox Submission Confirmation screen (SVSC-1) to the student, unless the student has chosen 'Don't show me this message again' in which case the system will return the student to the Assignment List screen and will display a confirmation message to the user (ALC-1).

#### Preview

- Upon clicking Preview, the system will display the **Preview screen** to the student.

#### Save and Exit


- Upon clicking Save and Exit, the system will save any unsaved changes to the Submission text and/or included attachments and will return the student to the Assignment List screen.



## SV: View Details (VD-1)

### Assignments 2



Assignment List  View

Read Chapter 16 of Friedmann Assignment for Earlene Arledge

DUE: Apr 14, 2008 1:00 PM

#### Assignment Details

Graded? No

#### Instructions

Read chapter 16 in Friedmann before class on April 14th.

☐ I completed this assignment.

Save and Return to List

## Notes for SV: View Details (VD-1.1)

### Notes

- User accessed this screen by clicking View Details from the Assignment List screen.
- System will display a page header beneath the breadcrumbs that includes the assignment name and the student's name. The system will display the header in the following format: '<Assignment Name> Assignment for <Student Name>'.
- System will display the due date beneath the page header, if a due date was set by the instructor, in the following format: 'DUE: Mmm DD, YYYY HH:MM am/pm'.
- System will display the following message, if no due date was set by the instructor: 'No due date was set by the instructor.'

### Assignment Details

- System will display the following details under Assignment Details:
  - \* **Graded?:** When creating an assignment, if the instructor chose 'This assignment is not graded', the system will display 'No'. When creating an assignment, if the instructor chose 'This assignment is graded and is associated with a gradebook item', the system will display 'Yes'.
  - \* **Points Possible:** When creating an assignment, if the instructor chose 'This assignment is graded and is associated with a gradebook item' and the grade entry type in the Gradebook is set to 'Points', then the system will display this field along with the total number of points possible for the associated gradebook item. If the grade entry type in the Gradebook is set to 'Percentage' or 'Letter Grade' then the system will not display this field.
  - \* **Grade**
  - \* **Comments**

## Notes for SV: View Details (VD-1.2)

### Notes

#### Instructions

- If the instructor did not provide instructions, the system will display the following message beneath the instructions header: 'No instructions were provided.'
- If the instructor provided instructions, the system will display the instructions in rich text format beneath the instructions header.

#### Supporting Materials

- If the instructor did not provide supporting materials, then the system will not display the supporting materials header.
- If the instructor provided supporting materials, the system will display an icon that matches the file type and a clickable title link.
- To view the supporting material, the student will click the title and the system will prompt the student to download the file.

#### I Completed This Assignment

- The action taken on this checkbox will determine the To Do column status of the assignment. For example:
  - \* If the user selects the checkbox next to 'I completed this assignment' and then clicks 'Save and Return to List', the system will select the checkbox in the To Do column and move the assignment to the bottom of the list.



#### Save and Return to List

- Upon clicking 'Save and Return to List', the system will save any changes made by the user to the 'I completed this assignment' checkbox, apply those changes upon save and return the user to the Assignment List screen (SVAL-1).

## AL: Deleted Assignment (DA-1)

### Assignments 2

#### Assignment List

To Do	Assignment Title	Due	Feedback	Grade
<input type="checkbox"/>	Audio Scriptwriting (Assignment has been deleted) <a href="#">View Details</a>	May 13, 2008 3:00 pm		--
<input type="checkbox"/>	Read Chapter 16 of Friedmann <a href="#">View Details</a>   <a href="#">Mark as Completed</a>	May 6, 2008 3:00 pm		N/A
<input checked="" type="checkbox"/>	Grant Writing (Assignment has been deleted) <a href="#">Submitted Apr 27, 2008 1:57 pm</a>	Apr 29, 2008 3:00 pm		--
<input checked="" type="checkbox"/>	Interactive Storytelling <a href="#">Submitted Apr 21, 2008 10:23 am</a>	Apr 22, 2008 3:00 pm		95/100
<input checked="" type="checkbox"/>	Professional Writing for Visual Media <a href="#">Submitted Apr 14, 2008 2:37 pm</a>   <a href="#">Resubmit</a>	Apr 15, 2008 3:00 pm		79/100

## Notes for AL: Deleted Assignment (DA-1.1)

### Notes

#### Use Case

An instructor has deleted an assignment that has saved drafts or submissions. Students with saved drafts or submissions for the deleted assignment need to retain access to the deleted assignment in order to view his/her saved content.

- The To Do checkbox status of the deleted assignment will not change. If the To Do checkbox was checked prior to deletion, then it will remain checked after deletion. If the To Do checkbox was unchecked prior to deletion, then it will remain unchecked after deletion.
- The system will display '(Assignment has been deleted)' text in red to the right of the deleted assignment title

#### Deleted Assignments with Saved Drafts

- The system will display a View Details link rather than a View Details and Submit link

## VDS: Deleted Assignment with Saved Draft (DASD-1)

### Assignments 2



#### Assignment List View Details

Professional Writing for Visual Media Submission for Earlene Arledge (Assignment has been deleted)

DUE: Apr 7, 2008 1:00 PM - In Progress

#### Assignment Details

**Graded?** Yes  
**Points Possible** 10.0  
**Resubmissions Allowed?** No

#### Instructions

Your assignment is to write a job description for a position related to visual media. Refer to the reading assignment and the DVD that comes with the textbook for information to get you started. The book primarily focuses on visual media for entertainment and for corporate video projects. There are a host of other types of jobs that aren't covered in the reading, like for video games or websites.

You should include in your paper, but please don't limit your paper to, the following:

- \* A list of skills needed to complete the job (keep in mind we're dealing with new media, web, video, etc.).
- \* Qualifications
- \* Salary Range

## VDS: Deleted Assignment with Saved Draft (DASD-2)

Follow the general research paper format (introduction, body, conclusion, references). The textbook should not be your only resource. You will be graded according to how much additional research you've conducted outside of the reading assignment. If you get information from a website, be sure to include the link in your list of references.

Turn in your paper electronically using the Assignments tool by the start of class on Monday, April 7th.

### Supporting Materials

 [Friedmann\\_CH16.doc](#)



## VDS: Deleted Assignment with Saved Draft (DASD-3)

### Assignment Submission

#### Submission Text

Indiana University is currently looking for a talented and highly motivated Visual Media Instructor for our Recording Artist Program.

Indiana University has a top-ranked school of music located in Bloomington, Indiana. We prepare our students for careers in the music industry as recording artists, performers, sound engineers, promoters and managers. Our students arrive with a passion for music and leave with the practical knowledge, technical skills and hands-on experience that it takes to transform their aspirations into careers.

The successful candidate will be able to develop and teach an introductory course in visual media to independent musicians. This program is aimed at musicians who want to record and release their own music. (Students will learn about recording and general music business concepts in other classes)

Topics will include:

- Basics of graphic design
- Photo/video editing and
- Web design

#### QUALIFICATIONS

The successful candidate will have:

- 3+ years experience in professional web design and development
- Proven ability to teach technical concepts to a non-technical audience
- Proficiency in Adobe Creative Suite especially Photoshop
- Basic familiarity with iWeb and iMovie

[Return to List](#)



## Notes for VDS: Deleted Assignment with Saved Draft (DASD-3.1)

### Notes

- The system will display '(Assignment has been deleted)' in red text to the right of the assignment title.
- The system will display the saved draft text in read-only mode under the heading 'Submission Text'.
- The system will provide the student with the 'Return to List' button only.
- If the student clicks 'Return to List', the system will return the student to the Student View of the Assignment List screen (SVAL-1).

## SVVS: Deleted Assignment with Submission (DAS-1)

### Assignments 2



[Assignment List](#) ▶ [View Submission](#)

Professional Writing for Visual Media Submission for Earlene Arledge (Assignment has been deleted)

Submitted Apr 7, 2008 12:52 PM

#### Assignment Details

**Graded?** Yes  
**Points Possible** 10.0  
**Resubmissions Allowed?** No

#### Instructions

Your assignment is to write a job description for a position related to visual media. Refer to the reading assignment and the DVD that comes with the textbook for information to get you started. The book primarily focuses on visual media for entertainment and for corporate video projects. There are a host of other types of jobs that aren't covered in the reading, like for video games or websites.

You should include in your paper, but please don't limit your paper to, the following:

- \* A list of skills needed to complete the job (keep in mind we're dealing with new media, web, video, etc.).
- \* Qualifications
- \* Salary Range

## SVVS: Deleted Assignment with Submission (DAS-2)

Follow the general research paper format (introduction, body, conclusion, references). The textbook should not be your only resource. You will be graded according to how much additional research you've conducted outside of the reading assignment. If you get information from a website, be sure to include the link in your list of references.

Turn in your paper electronically using the Assignments tool by the start of class on Monday, April 7th.

### Supporting Materials

 [Friedmann\\_CH16.doc](#)



## SVVS: Deleted Assignment with Submission (DAS-3)

### Assignment Submission

#### Submitted Text

Indiana University is currently looking for a talented and highly motivated Visual Media Instructor for our Recording Artist Program.

Indiana University has a top-ranked school of music located in Bloomington, Indiana. We prepare our students for careers in the music industry as recording artists, performers, sound engineers, promoters and managers. Our students arrive with a passion for music and leave with the practical knowledge, technical skills and hands-on experience that it takes to transform their aspirations into careers.

The successful candidate will be able to develop and teach an introductory course in visual media to independent musicians. This program is aimed at musicians who want to record and release their own music. (Students will learn about recording and general music business concepts in other classes)

Topics will include:

- Basics of graphic design
- Photo/video editing and
- Web design

#### QUALIFICATIONS

The successful candidate will have:

- 3+ years experience in professional web design and development
- Proven ability to teach technical concepts to a non-technical audience
- Proficiency in Adobe Creative Suite especially Photoshop
- Basic familiarity with iWeb and iMovie

[Return to List](#)

## Notes for SVVS: Deleted Assignment with Submission (DAS-3.1)

### Notes

- The system will display '(Assignment has been deleted)' in red text to the right of the assignment title.

## Link from Schedule Permissions Error (LSPE-1)

### Assignments 2

#### Assignment List

 The assignment you are attempting to access is not open yet. Contact your instructor if you believe you have received this message in error.

To Do	Assignment Title	Due	Feedback	Grade
<input type="checkbox"/>	Audio Scriptwriting <a href="#">View Details and Submit</a>	May 13, 2008 3:00 pm		--
<input type="checkbox"/>	Read Chapter 16 of Friedmann <a href="#">View Details</a>   <a href="#">Mark as Completed</a>	May 6, 2008 3:00 pm		N/A
<input checked="" type="checkbox"/>	Grant Writing <a href="#">Submitted Apr 27, 2008 1:57 pm</a>	Apr 29, 2008 3:00 pm		--
<input checked="" type="checkbox"/>	Interactive Storytelling <a href="#">Submitted Apr 21, 2008 10:23 am</a>	Apr 22, 2008 3:00 pm		95/100
<input checked="" type="checkbox"/>	Professional Writing for Visual Media <a href="#">Submitted Apr 14, 2008 2:37 pm</a>   <a href="#">Resubmit</a>	Apr 15, 2008 3:00 pm		79/100

## Notes for Link from Schedule Permissions Error (LSPE-1.1)



### Notes

- If a student tries to access an assignment from a calendar item that is not yet open, the student will receive the following error on the Assignment List screen: "The assignment you are attempting to access is not open yet. Contact your instructor if you believe you have received this message in error."

## Assignment List: In Progress (ALIP-1)

### Assignments 2

#### Assignment List

To Do	Assignment Title	Due	Feedback	Grade
<input type="checkbox"/>	Audio Scriptwriting (In Progress) <a href="#">View Details and Submit</a>	May 13, 2008 3:00 pm		--
<input type="checkbox"/>	Read Chapter 16 of Friedmann <a href="#">View Details</a>   <a href="#">Mark as Completed</a>	May 6, 2008 3:00 pm		N/A
<input checked="" type="checkbox"/>	Grant Writing <a href="#">Submitted Apr 27, 2008 1:57 pm</a>	Apr 29, 2008 3:00 pm		--
<input checked="" type="checkbox"/>	Interactive Storytelling <a href="#">Submitted Apr 21, 2008 10:23 am</a>	Apr 22, 2008 3:00 pm		95/100
<input checked="" type="checkbox"/>	Professional Writing for Visual Media <a href="#">Submitted Apr 14, 2008 2:37 pm</a>   <a href="#">Resubmit</a>	Apr 15, 2008 3:00 pm		79/100



## View Details and Submit: In Progress (VDSIP-1)

### Assignments 2

[Assignment List](#) ▶ [View Details and Submit](#)

Audio Script Writing for Earlene Arledge - **In Progress** (Last Saved 03/28/09 1:00 PM)

DUE: Apr 7, 2008 1:00 PM

#### Assignment Details

Graded?	Yes
Points Possible	100.0
Resubmissions Allowed?	No

#### Instructions

Your assignment is to write a job description for a position related to audio script. Refer to the reading assignment and the DVD that comes with the textbook for information to get you started. The book primarily focuses on visual media for entertainment and for corporate video projects. There are a host of other types of jobs that aren't covered in the reading, like for video games or websites.

You should include in your paper, but please don't limit your paper to, the following:

- \* A list of skills needed to complete the job (keep in mind we're dealing with new media, web, video, etc.).
- \* Qualifications
- \* Salary Range

## View Details and Submit: Feedback Prior to Submission (FPS-1)

### Assignments 2

Assignment List ▶ View Details and Submit

#### Homework 1 Submission for Sofia Butera

No due date was set by the instructor.

#### Assignment Details

Graded? Yes

Multiple Submissions Allowed? No

#### ▼ Previous Submissions

▶ Feedback Prior to Submission 

#### Instructions

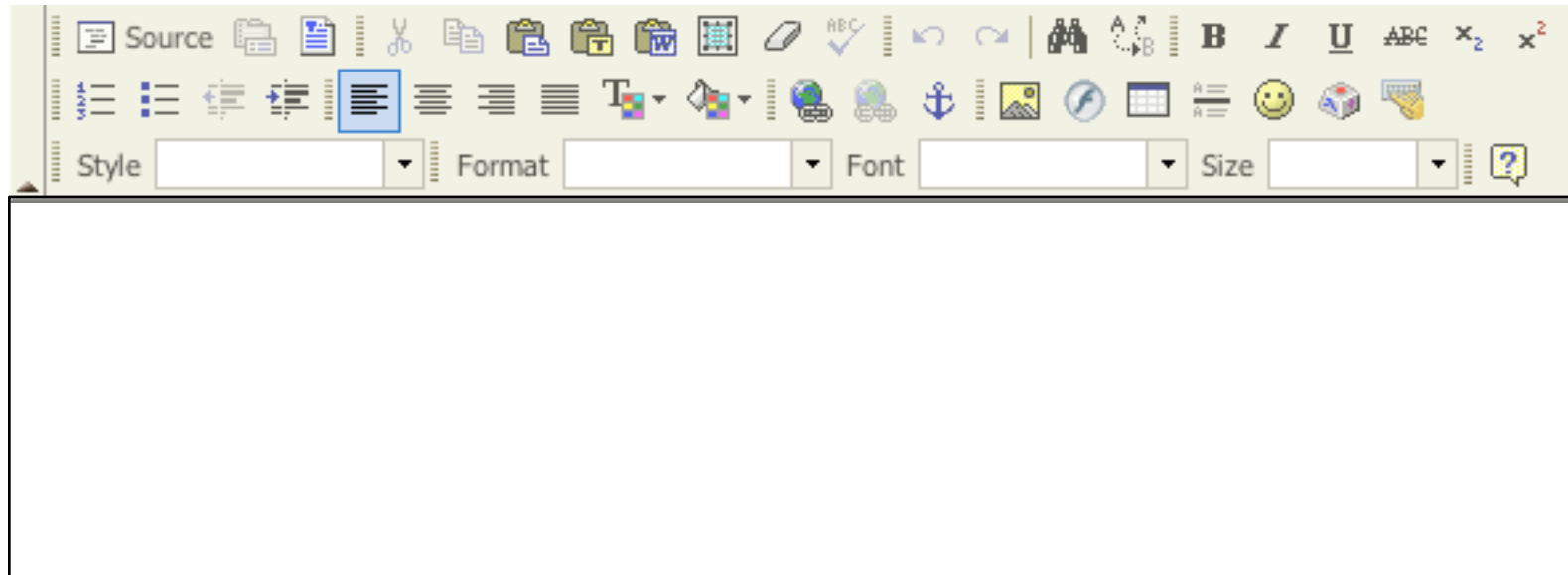
Please come up with and research a topic from World War I. Then write a six page paper on that topic. Don't forget the bibliography.

#### Assignment Submission

To submit your assignment, enter text in the Submission Text box below and/or attach one or more files and then click Submit. Save your work frequently.

## View Details and Submit Feedback Prior to Submission (FPS-1.1)

### Submission Text



A rich text editor interface. The toolbar at the top includes icons for Source, Undo, Redo, Bold, Italic, Underline, ABC, x<sub>2</sub>, x<sup>2</sup>, Bulleted List, Numbered List, Decrease Indent, Increase Indent, Text Color, Background Color, Link, Unlink, Anchor, Image, Table, Table of Contents, Smiley, and a Help icon. Below the toolbar are four dropdown menus: Style, Format, Font, and Size. The main area is a large, empty text box for entering the submission text.

### Attachments

No attachments yet

[Add Attachments](#)

Submit

Preview



Save and Exit

## SV: Late Submission Assignment List (SVLAL-1)

### Assignments 2



#### Assignment List

To Do	Assignment Title	Due	Feedback	Grade
<input type="checkbox"/>	Audio Scriptwriting <a href="#">View Details and Submit</a>	May 13, 2008 3:00 pm (Late)		--
<input type="checkbox"/>	Read Chapter 16 of Friedmann <a href="#">View Details</a>   <a href="#">Mark as Completed</a>	May 6, 2008 3:00 pm		N/A
<input checked="" type="checkbox"/>	Grant Writing <a href="#">Submitted Apr 27, 2008 1:57 pm</a>	Apr 29, 2008 3:00 pm		--
<input checked="" type="checkbox"/>	Interactive Storytelling <a href="#">Submitted LATE Apr 21, 2008 10:23 am</a>	Apr 22, 2008 3:00 pm		95/100
<input checked="" type="checkbox"/>	Professional Writing for Visual Media <a href="#">Submitted Apr 14, 2008 2:37 pm</a>   <a href="#">Resubmit</a>	Apr 15, 2008 3:00 pm		79/100

## Notes for Late Submission Assignment (SVLAL-1)

### Notes

- Student accessed this screen by clicking assignments from the list of tools on the left.
- The system will display '(Late)' in red text after the Due Date/Time if the assignment's due date is in the past.

## SV: View Details and Submit Late Submission (VDSLS-1)

### Assignments 2



Assignment List ▶ View Details and Submit

Professional Writing for Visual Media Submission for Earlene Arledge

DUE: Apr 7, 2008 1:00 PM (Late)

#### Assignment Details

Graded? Yes  
Points Possible 100.0  
Resubmissions Allowed? No

#### Instructions

Your assignment is to write a job description for a position related to visual media. Refer to the reading assignment and the DVD that comes with the textbook for information to get you started. The book primarily focuses on visual media for entertainment and for corporate video projects. There are a host of other types of jobs that aren't covered in the reading, like for video games or websites.

You should include in your paper, but please don't limit your paper to, the following:

- \* A list of skills needed to complete the job (keep in mind we're dealing with new media, web, video, etc.).
- \* Qualifications
- \* Salary Range

## Notes for View Details and Submit Late Submission (VDSLS-1.1)


**Notes**



- Student accessed this screen by clicking 'View Details and Submit' off of the 'SV: Late Submission Assignment List (SVLAL-1)' screen.
- The system will display '(Late)' in red text after the due date and time if the student is viewing the assignment after the due date has passed.

## SV:Late Assignment List Confirmation (LALC-1)

### Assignments 2

#### Assignment List

 Your 'Interactive Storytelling' assignment has been submitted successfully and it is late.

To Do	Assignment Title	Due	Feedback	Grade
<input type="checkbox"/>	Audio Scriptwriting <a href="#">View Details and Submit</a>	May 13, 2008 3:00 pm		--
<input type="checkbox"/>	Read Chapter 16 of Friedmann <a href="#">View Details</a>   <a href="#">Mark as Completed</a>	May 6, 2008 3:00 pm		N/A
<input checked="" type="checkbox"/>	Grant Writing <a href="#">Submitted Apr 27, 2008 1:57 pm</a>	Apr 29, 2008 3:00 pm		--
<input checked="" type="checkbox"/>	Interactive Storytelling <a href="#">Submitted LATE Apr 21, 2008 10:23 am</a>	Apr 22, 2008 3:00 pm		95/100
<input checked="" type="checkbox"/>	Professional Writing for Visual Media <a href="#">Submitted Apr 14, 2008 2:37 pm</a>   <a href="#">Resubmit</a>	Apr 15, 2008 3:00 pm		79/100



## Notes for Late Assignment List Confirmation (LALC-1.1)

### Notes

- Student accessed this screen by clicking 'Submit' off of the 'SV: View Details and Submit Late Submission (VDSLS-1)' screen.
- If the assignment is submitted past the due date, the system will perform the following actions:

- \* Display the following confirmation message: "Your <Assignment Title> assignment has been submitted successfully and it is late."

**Note:** Replace <Assignment Title> with the title of the submitted assignment.

- \* Add a link beneath the submitted assignment with the text "Submitted LATE <date, time>"

**Note:** Replace <date, time> with date and time of assignment submission.

## SV: View Submission - Late Submission (SVVLS-1)

### Assignments 2



#### Assignment List ▶ View Submission

Professional Writing for Visual Media Submission for Earlene Arledge

Submitted **LATE** Apr 7, 2008 12:52 PM

#### Assignment Details

**Graded?** Yes

**Points Possible** 10.0

**Resubmissions Allowed?** No

#### Instructions

Your assignment is to write a job description for a position related to visual media. Refer to the reading assignment and the DVD that comes with the textbook for information to get you started. The book primarily focuses on visual media for entertainment and for corporate video projects. There are a host of other types of jobs that aren't covered in the reading, like for video games or websites.

You should include in your paper, but please don't limit your paper to, the following:

- \* A list of skills needed to complete the job (keep in mind we're dealing with new media, web, video, etc.).
- \* Qualifications
- \* Salary Range

## Notes for View Submission-Late Submission (SVVLS-1.1)

### Notes

- Student accessed this screen by clicking 'Submitted LATE <date, time>' off of the 'SV: Late Submission Assignment List SVLAL-1' screen.
- System will display "LATE" in red text next to 'Submitted' under the assignment title heading toward the top of the page if the assignment was submitted after the due date has passed.