



Homework Resource

Table of Contents

Introduction.....	2
Working with SchoolSpeak’s Lesson Plan Resource	2
Important Features of Homework Resource	2
Examples of Homework.....	3
Teacher View	5
Important Features for Teachers	5
Overview of Homework Resource	5
How to Add a New Homework	8
Working with Online Homework Submissions	10
Parents View of Homework Resource with Online Homework Submission	11
Students View of Homework Resource with Online Submission	12
How can Student Submit Homework Online	12
Linking Homeworks to Gradebooks	13
Who can Link Homeworks to Gradebooks?	14
Using the Linking Feature in the Homework Resource	14
Using the Linking Feature in the Gradebook Resource	16
Frequently Asked Questions.....	19

Introduction

SchoolSpeak's **Homework** resource enables teachers to post homework within the online portal by class or by subject. Parents may log into SchoolSpeak and view all assignments for their children.

This guide will present the parent, teacher and administrator views and functions.

Homework resources may be setup per subject (Math, English) or as a single homework resource. Generally, in a typical SchoolSpeak initial setup grades K-2 have a single homework resource reflective of the typical kind of homework assigned for these grade levels. By grade 3, SchoolSpeak homework setups include homework for each subject as this is typically when teachers begin to separate homework assignments based on subject.

If your school's homework policy is different, for example, if in 2nd grade the teachers break up homework by subject an administrator can easily create new homework resources to accommodate different needs.

Working with SchoolSpeak's Lesson Plan Resource

SchoolSpeak's Homework resource works with the Lesson Plan resource. Teachers using the Lesson Plan resource may assign homework within the lesson plan as part of their preparation for class. When assigning homework within the lesson plan, teachers may indicate the appropriate class group or grade level and the specific Homework (subject) resource that they would like to connect with. The homework will display the assignment based on the information input into the lesson plan.

Important Features of Homework Resource

- Teachers can input assignments with due dates.
- Homework assignments may be entered in advance and displayed at a later time.
- Teachers may choose to have one homework area for all subjects in a class or homework for each subject.
- Easy to enter detailed descriptions of the homework with due date and attach one or more files; and to send homework over email to the class in couple of clicks.
- Tests display until the due date reminding students and parents
- Visual indicators may show that homework is newly posted, updated or due.
- Homework may be submitted by the student on line where it is easy to make corrections before the due date. Late submissions are flagged for the teacher.

Examples of Homework

Examples of homework for single subject

Homework [Admin]

New Homework [Switch to Homework](#) Please Select

Messages for Mar 06, 2016 Change Date

Start Date: End Date: Delete

Description	Start Date	End Date	Actions
3/1/2016 Homework, Due: 3/7/2016 Read Pages 5- 10 of Textbook. Created on 03/05/2016 09:09 AM			Read Edit Delete
3/5/2016 Homework, Due: 3/7/2016 Review Sight Words of Textbook. Created on 03/05/2016 10:30 AM			Read Edit Delete

Lower grades

Language Arts [Admin]

New Homework [Switch to Homework](#) Please Select

Messages for Mar 06, 2016 Change Date

Start Date: End Date: Delete

Description	Start Date	End Date	Actions
2/26/2016 Homework, Due: 3/4/2016 AOW #1 of Third Trimester- "Living on the Edge" Created on 02/26/2016 01:26 PM			Read Edit De
3/3/2016 Homework, Due: 3/4/2016 Finish "WhatIf" poem. Remember that every two lines rhyme (AABCCDD...). Must be 26 lines with 20 lines starting with "Whatif". You may use Shel Silverstein's poem as your inspiration but you may not copy. Created on 03/03/2016 09:49 AM			Read Edit De
3/4/2016 Homework, Due: 3/11/2016 AOW #2 (of Tri. 3)- "Too Much TV and Chill Could Reduce Brain Power Over Time". Articles and Annotation will be due with this AOW. Please attach annotated article to			Read Edit De

Upper grades

Examples of homework for multiple subjects

Homework [Admin]

New Homework [Switch to Homework](#) Please Select

Messages for Mar 06, 2016 Change Date

Start Date: End Date: Delete

Description	Start Date	End Date	Actions
3/1/2016 Homework, Due: 3/4/2016 Do Problems Math worksheet. Created on 03/05/2016 10:31 AM			Read Edit Delete
3/1/2016 Homework, Due: 3/7/2016 Read Pages 5- 10 of Textbook. Created on 03/05/2016 09:09 AM			Read Edit Delete
3/3/2016 Homework, Due: 3/7/2016 Do Problems Exercises on page 7. Updated on 03/05/2016 10:34 AM			Read Edit Delete
3/5/2016 Homework, Due: 3/7/2016 Review Sight Words of Textbook. Created on 03/05/2016 10:30 AM			Read Edit Delete

Lower grades

Homework (View by Subject) [Admin] [View by Due Date](#)

Messages for Mar 05, 2016 Change Date

Subject	Description	Start Date	End Date	Actions
Language Arts Add New				
	3/4/2016 Homework, Due: 3/11/2016 AOW #2 (of Tri. 3)- "Too Much TV and Chill Could Reduce Brain Power Over Time". Articles and Annotation will be due with this AOW. Please attach annotated article to formal write-up.			Read Edit Delete
8 Math Add New				
	8/28/2015 Homework, Due: 6/10/2016 Link for Algebra Course Info Sheet. More >			Read Edit Delete
Science Add New				
	There is no homework for the date range selected.			
Social Studies Add New				
	3/4/2016 Homework, Due: 3/7/2016 Finish reading and annotating Document 7 of your DBQ and answer both questions associated with it.			Read Edit Delete

Upper grades

When a parent logs in to SchoolSpeak, they will typically see homework assignments displayed within the grade or class level groups. Teachers may opt to display the homework on the group homepage or may elect to display the homework in a summary view when a parent clicks on the bold Homework link. In the latter case, the homework assignments will not display for the parent on the group home page. Teachers may use either method but parents should be informed as to how to locate their child's homework.

Note to SchoolSpeak Administrators: A parent's view is based on their child's group affiliations - the groups or subjects that a child is studying. General classroom setups may include a single or multiple subject Homework resources. Parents should be able to view the homework for any class that their child is part of. This is determined by the homework resource permissions. Please refer to the Permissions part of this guide for more information.

Parents may view various homework assignments on the group or classroom home page

HOMESTEAD School

Messages for Mar 05, 2016 [Change Date]

8 (8th Grade)

Language Arts
3/4/2016 Homework, Due: 3/11/2016
 AOW #2 (of Tri. 3)- "Too Much TV and Chill Could Reduce Brain Power Over Time".
 Articles and Annotation will be due with this AOW. Please attach annotated article to formal write-up.

8 Math
8/28/2015 Homework, Due: 6/10/2016
 Link for Algebra Course Info Sheet. [More](#)

Social Studies
3/4/2016 Homework, Due: 3/7/2016
 Finish reading and annotating Document 7 of your DBQ and answer both questions associated with it.

Foreign Language
3/4/2016 Homework, Due: 3/9/2016
 1) Finish GP 209-210
 2) CP 114
 3) CP 117
 Native Speakers: Packets up to pg. 37 + CP 114
 ** Don't forget I may or may not collect one of your homework assignments and I will be grading it. Please make sure you are putting your best effort forth on your homework so that you get as many points as possible. **

Geometry
2/26/2016 Homework, Due: 3/18/2016
 Please open the attachment for Geometry Chapter 10 assignments and video lesson links. [More](#)

Parents may also click the Bold **Homework** link to show all of the homework assignments on the same page as a summary.

HOMESTEAD School

Homework (View by Subject) [View by Due Date]

Messages for Mar 05, 2016 [Change Date]

Subject	Assignment	Due Date	Actions
Language Arts	3/4/2016 Homework, Due: 3/11/2016 AOW #2 (of Tri. 3)- "Too Much TV and Chill Could Reduce Brain Power Over Time". Articles and Annotation will be due with this AOW. Please attach annotated article to formal write-up.	3/11/2016	Read Edit Delete
Spelling/Vocabulary	There is no homework for the date range selected.		
Handwriting	There is no homework for the date range selected.		
8 Math	8/28/2015 Homework, Due: 6/10/2016 Link for Algebra Course Info Sheet. More	6/10/2016	Read Edit Delete
Science	There is no homework for the date range selected.		
Social Studies	3/4/2016 Homework, Due: 3/7/2016 Finish reading and annotating Document 7 of your DBQ and answer both questions associated with it.	3/7/2016	Read Edit Delete

Parents can change assignment view by changing the date using drop-down

Teacher View

Teachers typically may assign homework for classes/subjects that they teach or support. The SchoolSpeak administrator will provide teachers with the correct permissions to create new homework assignments.

Important Features for Teachers

- Helpful widgets for teachers to use as they assign homework.
- Teachers may copy and move assignments to other classes/subjects that they are teaching.
- Teachers are able to enter assignments in lesson plans and automatically display assignments in correct homework resources
- Easy navigation from homework resource to homework resource
- Teachers may elect to allow students to post homework online

Overview of Homework Resource

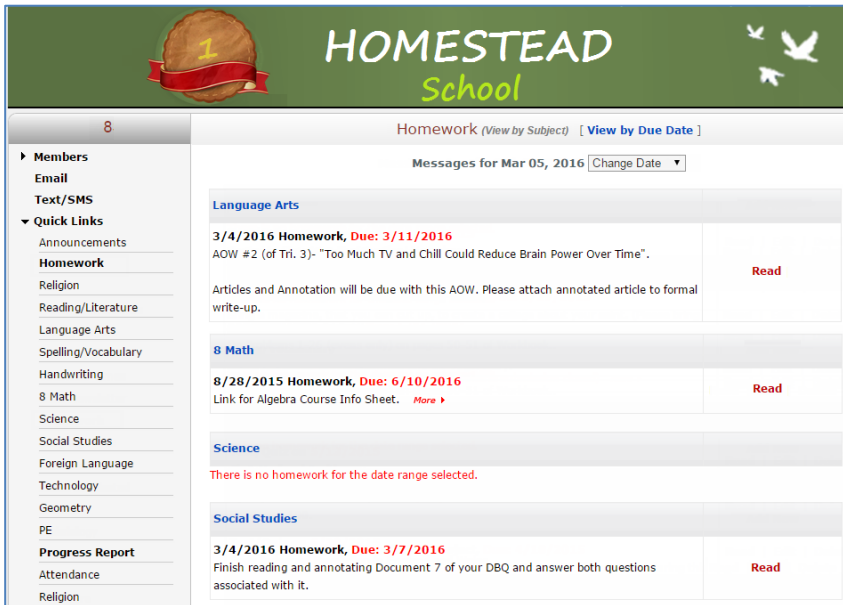
The Homework resource allows teachers to post homework such as projects, tests or special events online. After teachers finish entering homework for one subject/class, they can quickly switch to another class with easy to use drop-down navigation.

Student Homework Online Submissions: Teachers may opt to allow students to submit homework online.* Online submission for students can be enabled or disabled for each assignment published on SchoolSpeak. By default, online submission is disabled and teachers need to enable online submission in the Homework Add/Edit page. Teachers can view student submission online and download homework uploaded by students.

* Students must be able to login into SchoolSpeak to submit homework.

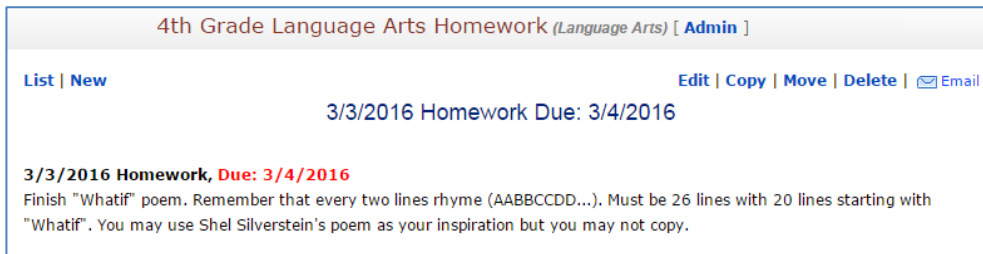
The Homework Resource

To view a summary of all of the homework for a specific class click on Homework in bold.



As an alternative, to view the specific subject homework, you may click on the Subject name under the Bold homework link. Clicking on the individual subject displays homework for the respective subject.

Click the **Read** link to view the homework.



Move, Delete, copy homework

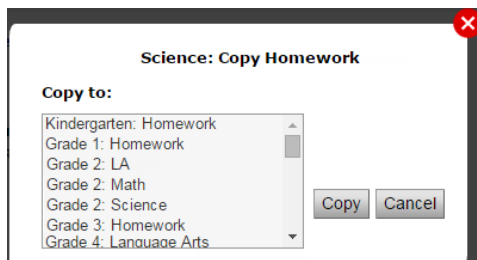
List – Lists all the homework of the subject for the selected date/date range.

New – Displays homework page for new assignments.

Edit – Displays the homework in edit mode enabling you to make changes.

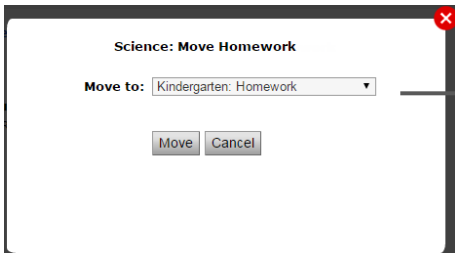
Copy – Copies the homework from the current homework to the selected Homework resource.

Clicking on this link displays the Copy Homework pop-up.



Select the homework class/subject that you want to copy the homework assignment to from **Copy to:** list box click **Copy**.

Move – Moves the homework to the selected grade/subject homework. Clicking on this link displays the Move Homework pop-up.

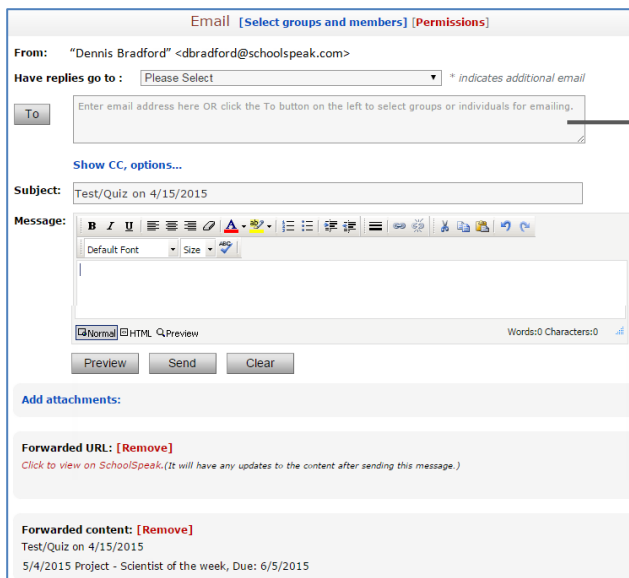


Teachers may easily navigate from homework to homework

Select the required grade/subject homework from **Move to:** drop-down list.

Delete – Deletes the homework assignment.

Email – Sends an email with the homework assignment to the members or groups specified. Clicking on this link displays the Email page. You may change the recipients by either deleting the members currently listed or using **To:** to choose new recipients.



Choose new recipients of homework

Click **To** to add the group(s)/member(s) to whom you want to mail the homework.

Select the required group(s)/member(s) and click Back to Email.

Draft the message.

Click **Send**.

How to Add a New Homework

To add a new homework

Click on homework resource in quick links section of class group and click New Homework or if you are viewing the homework summary view by clicking on the bold Homework link, click New for the appropriate subject.

Complete the following fields:

- *Assignment/publish date*: Select a date for the assignment or to publish.

Changing the date that the assignment will be displayed (Optional)

Often a teacher may input the homework assignments for the week or a longer period of time as part of their class preparation. With the Homework resource, teachers may opt to delay displaying a homework assignment until a particular date.

- Choose the option that is appropriate. By default the assignment will display on the Date of the Assignment.

Homework tools: Teachers may use the homework tools when creating assignment. Each tool will provide the teacher with different options.

- Type = Homework

Type: Homework — Type of homework - Homework

Homework :-

Due date: 03/29/2016

Read: Select Book ▼

Review: Select Book ▼

Study: Select Book ▼

Do Problems: Select Book ▼

Answer Question: Select Book ▼

Take Notes:

Other:

Other options of 'Type':

Project

Text/Quiz

Special Event

Additional Options

- **Add Notes:** Enter assignment details.

When posting homework, teachers may need to provide extra comments to the students or even link to another site. For example, the students need to read a text located on an external site. Use the link capability of the comment section editor to link to the site so that parents.

- **Upload Attachments:** Add attachments if required.

Enter/Update assignment details

Paragraph Default Font Size

B I U [List Icons]

Late submission will not be given grades.

Normal HTML Q.Preview Words:7 Characters:41

Upload attachments:
(Upload documents in a web friendly format such as PDF. Users may not have readers for other formats.)

(Optional) Brief description of the file:

Select file to be uploaded: Scientist of the week.docx

- Enter a brief description. Optional.
- Click Choose File.
- Locate and select the required file and click **Open**.
- Click **Upload**.

- **Online Submission:** Optional if students are able to log into the application.

[-] Online Submission:

Allow Online Submission: Yes No

End Date for Online Submission:

Is this project accessible without login?

Note: Homework submitted beyond the end date will show up in red.

The “End Date” should be the same or later than the assignment due date. Online submission will be allowed till the midnight local time (time zone of the school) on this end date. Homework submitted after the due date will be marked as late submission. Students cannot submit the homework online after this date.

Click **Add**.

Teachers will see the homework published on the Group Home page as shown.

Language Arts

3/4/2016 Homework, Due: 3/11/2016

AOW #2 (of Tri. 3)- "Too Much TV and Chill Could Reduce Brain Power Over Time". [\(Submit online\)](#) [More ▶](#)

Articles and Annotation will be due with this AOW. Please attach annotated article to formal write-up.

Working with Online Homework Submissions

Teachers can view online homework submissions by clicking **More** link next to the relevant homework in the summary view on the Home page.

4th Grade Language Arts Homework (Language Arts)

List | [New](#) [Edit](#) | [Copy](#) | [Move](#) | [Delete](#) | [Email](#)

3/3/2016 Homework Due: 3/11/2016

3/3/2016 Homework, Due: 3/11/2016
AOW #2 (of Tri. 3)- "Too Much TV and Chill Could Reduce Brain Power Over Time".

Articles and Annotation will be due with this AOW. Please attach annotated article to formal write-up.

Online submission closed on 3/11/2016

[Bradford, Blesson](#)
 Too much TV and Chill Could Reduce the Brain Power....docx (Submitted on 3/3/2016 8:54:13 PM) [Remove](#)

[Bradford, Karen](#)
 Too much TV and Chill Could Reduce the Brain Power....docx (Submitted on 3/4/2016 5:54:11 PM) [Remove](#)

[Brown, Jonathan](#)
 Too much TV and Chill Could Reduce the Brain Power....docx (Submitted on 3/6/2016 6:23:13 PM) [Remove](#)

[Chu, Jeff](#)
 Too much TV and Chill Could Reduce the Brain Power....docx (Submitted on 3/12/2016 00:00:00 AM) [Remove](#)

Following students have not submitted the homework:
[Jones, Christy](#)
[Kendricks, Allison](#)
[Seder, Kris](#)
[Smith, David](#)
[Smith, Pat](#)
[Smith, Raymond](#)

- Late submissions are shown in red.
- Teachers can extend the date of submission by clicking the **Edit** link, changing the ‘End date for Online Submission’, and clicking ‘Update’.

Parents View of Homework Resource with Online Homework Submission

Parents can view the homework of all the subjects of their children. Parents may see an online submission indication but cannot submit homework online. Homework can be submitted online only via a student login, not from parent login.

Clicking the **Homework** link on the left margin displays a summary of homeworks of all the student is part of on a page.

The screenshot shows the Homestead School website interface. At the top, there is a green header with the school logo and name. Below the header, a navigation bar shows the student's name '8' and options to view homework by subject or by due date. A sidebar on the left lists various subjects under 'Quick Links', with 'Homework' selected. The main content area displays a table of homework assignments for March 05, 2016. The table has columns for subject, description, due date, and a 'Read' button.

Homework (View by Subject) [View by Due Date]			
Messages for Mar 05, 2016 [Change Date]			
Language Arts			
3/4/2016 Homework, Due: 3/11/2016	AOW #2 (of Tri. 3)- "Too Much TV and Chill Could Reduce Brain Power Over Time".		Read
Articles and Annotation will be due with this AOW. Please attach annotated article to formal write-up.			
8 Math			
8/28/2015 Homework, Due: 6/10/2016	Link for Algebra Course Info Sheet. More >		Read
Science			
There is no homework for the date range selected.			
Social Studies			
3/4/2016 Homework, Due: 3/7/2016	Finish reading and annotating Document 7 of your DBQ and answer both questions associated with it.		Read

Alternatively, the homework of the individual subjects may be viewed by clicking each subject under the Homework link.

The screenshot shows the Homestead School website interface for a user named 'abrown123'. The page is titled '4th Grade Language Arts Homework [View by Due Date]'. The sidebar on the left lists subjects under 'Quick Links', with 'Homework' selected. The main content area displays a table of homework assignments for March 07, 2016. The table has columns for description, due date, and a 'Read' button.

4th Grade Language Arts Homework [View by Due Date]		
Messages for Mar 07, 2016 [Change Date]		
Description		
1/25/2016 Homework, Due: 1/26/2016	Study and use the vocabulary words in sentences.	Read
1/6/2016 Homework, Due: 1/28/2016	Read Fray Junipero Serra resources to help guide you in your outline when we finish it up in class. Updated on 01/06/2016 01:52 AM	Read
Test/Quiz on 2/12/2016	Study for weekly vocal test Updated on 01/28/2016 02:05 AM	Read
3/4/2016 Homework, Due: 3/11/2016	AOW #2 (of Tri. 3)- "Too Much TV and Chill Could Reduce Brain Power Over Time". Articles and Annotation will be due with this AOW. Please attach annotated article (Submit online) More >	Read

Click the **Read** link to view the homework in detail.

4th Grade Language Arts Homework

List

3/4/2016 Homework Due: 3/11/2016

3/4/2016 Homework, Due: 3/11/2016
 AOW #2 (of Tri. 3)- "Too Much TV and Chill Could Reduce Brain Power Over Time".

Articles and Annotation will be due with this AOW. Please attach annotated article to formal write-up.

Students can upload assignment files here (Due date 3/10/2016, late submission till 3/11/2016)

Students View of Homework Resource with Online Submission

Students can view the homework assignments and can submit the homework online if the online submission is enabled.

The screenshot shows the Homestead School website interface. At the top, there is a navigation bar with "Welcome, abrown123", "Home", and "Edit My Profile | Change Password". Below this is a green header with the school logo and name "HOMESTEAD School". The main content area is titled "4th Grade Language Arts Homework" and includes a "View by Due Date" link. A sidebar on the left contains various navigation options like "Members", "Email", "View My Calendars", "Quick Links", and "Homework". The main table lists homework assignments with their descriptions and due dates, each with a "Read" link.

Description	
1/25/2016 Homework, Due: 1/26/2016 Study and use the vocabulary words in sentences.	Read
1/6/2016 Homework, Due: 1/28/2016 Read Fray Junipero Serra resources to help guide you in your outline when we finish it up in class. Updated on 01/06/2016 01:52 AM	Read
Test/Quiz on 2/12/2016 Study for weekly vocal test Updated on 01/28/2016 02:05 AM	Read
3/4/2016 Homework, Due: 3/11/2016 AOW #2 (of Tri. 3)- "Too Much TV and Chill Could Reduce Brain Power Over Time". Articles and Annotation will be due with this AOW. Please attach annotated article (Submit online) More	Read

Click the **Read** link to view the homework in detail.

How can Student Submit Homework Online

Students can submit homework online if Online Submission has been enabled by the teacher. Homework submitted beyond the assignment end date will show up in red.

From a student login

1. Click the **More** link in the respective homework. The homework page is displayed.

4th Grade Science Homework (Science)

List

5/4/2015 Project: Scientist of the week Due: 6/5/2015

5/4/2015 Project - Scientist of the week, Due: 6/5/2015
 Each student has a different week to present their scientist. The full details for the project was sent home today. Please check your child's bookbag and keep the paper at home. All materials need to be submitted the Monday BEFORE the child's presentation date.

You have not submitted any homework files.

[+] [Click to submit assignment](#) (due date 6/5/2015, late submission till 6/11/2015)

2. Click the Click to submit assignment link.

Note: The homework cannot be typed in directly; you can upload your homework as an attachment in Ms Word or PDF format.

3. Click **Choose File** to select the file.

5/4/2015 Project: Scientist of the week Due: 6/5/2015

5/4/2015 Project - Scientist of the week, Due: 6/5/2015
 Each student has a different week to present their scientist. The full details for the project was sent home today. Please check your child's bookbag and keep the paper at home. All materials need to be submitted the Monday BEFORE the child's presentation date.

You have not submitted any homework files.

[\[-\] Click to submit assignment](#) (due date 6/5/2015, late submission till 6/11/2015)

(Upload assignment files in a web friendly format such as PDF.)
 (You can remove uploaded files and re-upload till submission close time.)

(Optional) Brief description of the file:

Select file to be uploaded: Homework On...rsion.docx

4. Click **Upload**.

4th Grade Science Homework (Science)

[List](#)

5/4/2015 Project: Scientist of the week Due: 6/5/2015

5/4/2015 Project - Scientist of the week, Due: 6/5/2015
 Each student has a different week to present their scientist. The full details for the project was sent home today. Please check your child's bookbag and keep the paper at home. All materials need to be submitted the Monday BEFORE the child's presentation date.

Submitted files: (Submission time in red indicates late submission)

My favorite scientist Homework_Online_submission-latest_version.docx **Remove**
 Submitted on 6/3/2015 9:53:16 PM

[\[+\] Click to submit assignment](#) (due date 6/5/2015, late submission till 6/11/2015)

To modify submitted homework, remove the homework document using **Remove** link next to the attached file; make corrections to the original file and re-upload the attachment; and attachment with same file name will be overwritten.

Linking Homeworks to Gradebooks

Teachers can link homeworks to gradebooks which is useful for automatically creating assignments in the gradebooks. Teachers may choose the gradebook, the assignment point value and category when creating the homework

Important features

- Automatic creation of assignments in the gradebook.
- Online preview of the assignments details.

Who can Link Homeworks to Gradebooks?

The users with “Edit” permission to both the homework and gradebook resources can link homework assignments to gradebooks.

Using the Linking Feature in the Homework Resource

Let’s say you want to link the **Language Arts Homework** to the Language Arts Gradebook of Grade 8.

1. Select the ‘Language Arts’ homework resource from the quick links column on the left margin of Homepage.
2. Click the **New Homework** link.

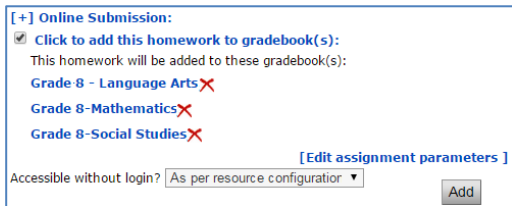
Note 1: By default, the due date of homework is set as the assignment date. If you change the due date of a homework that falls within a different term, then the assignment is moved to that term and automatically the new date will be set as the assignment date.

Note 2: If you want add an existing homework, click the **List** link that displays the homeworks; click the **Edit** link of the respective homework that displays the homework in edit mode.

3. Click the **Click to add this homework to gradebook(s)** link.

Note: At least one student should be added to the resources. The resource that does not have the students added to it will not be displayed while linking.

4. Select the gradebook(s) from **Select from** list and click **Add**. The selected gradebooks get added to the **Selected** sections.
 - If you want to deselect a selected gradebook, select the gradebook within the **Selected** section and click **Remove**.
 - If you want to automatically add the homeworks to the selected gradebook(s) for future assignments, check the **Add future homework to these gradebooks** option.
5. Click **Ok**. The selected gradebook(s) get added to the linked list.



You can delete the gradebook using the **X** icon next to the gradebook assignment. If that particular gradebook has data, a delete confirmation message is displayed. **Art**

Note: After the gradebook(s) get added to the page, you will be able to see the **Edit Assignment Parameters** link.

6. To setup the assignment for the gradebook, click the **Edit Assignment Parameters** link.

Gradebook selection		
Category	Grade 8-Language Art Homework	Grade 8-Mathematics,Grade 8-Social Studies Classwork
Max Points	100	100
Include in grade calculation	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
OK		

Each selected gradebook is listed in columns with the following options. (Except the **Category**, all the other parameters are optional and are displayed based on the gradebook configuration.)

Note: Those optional parameters that are not configured in the selected gradebooks will not be displayed in the **Gradebook selection** pop-up window.

- Category – Assignment category
- Drop – *Optional* Whether you want the assignment for overall grade calculation or not.
- Max Points – *Optional* Maximum point of assignment.
- Assignment Weight – *Optional* Maximum weight of assignment.
- Include in grade calculation – *Optional* Check this if you need to include this assignment in overall calculation.

Note: If you select more than one gradebooks and the selected gradebooks have same category, assignment max point, grade computation option, and user access permission, then those gradebooks will be grouped in the Gradebook Selection pop-up window as shown in the picture.

Update the assignment details and click **Ok**.

7. Click **Add**.

To view in the gradebook, click the added gradebooks link that displays the respective gradebook edit page.

The screenshot shows an assignment edit interface for '8 -Language Arts' in 'Trimester 3'. It includes a table of student grades and assignment configuration options.

# ID	Student	Grade	Input as : Sco
1 48671	Bradford, Karen	92.4%	B+
2 48699	Brown, Jonathan	90%	B+
3 48711	Chu, Jeff	87.1%	B
4 48734	Jones, Christy	95.5%	A
5 48771	Kendricks, Allison	88.9%	B
6 48823	Smith, David	93.1%	A-

Assignment details: Date: 03/10/2016, Assignment: Test/Quiz on 3/10/2, Category: Test, Max Points: 100. Includes a 'Homework' link and 'Include in grade calculation' checkbox.

Clicking the **Homework** link next to the **Assignment** displays the Homework page.

Using the Linking Feature in the Gradebook Resource

You can link the gradebook to homework(s) resources from the Assignment Edit page within the gradebook. Let's say you want to link Language Arts gradebook to the Language Arts homework resource.

1. Select the 'Language Arts' gradebook resource from the left margin of the Grade 8 Homepage under Progress Reports.

The screenshot shows the 'Language Arts [Admin]' page. It features a dropdown menu for '8-Language Arts', a 'Gradebook' link, and other navigation options like 'Term Summary', 'Student Summary', and 'Settings'. There is also a 'GRADE REPORTS' section with an 'All' dropdown.

2. Click the **Gradebook** link.
3. Click the **[Add 1 Assignments]** link on the gradebook tool bar.

The screenshot shows the tool bar for the gradebook, including buttons for 'Close Term', 'Publish', and 'Assignments'.

The following page is displayed.

The screenshot shows a software interface for managing assignments. At the top, there are tabs for '8 -Language Arts' and 'Trimester 3'. Below this is a table with columns for '# ID', 'Student', and 'Grade'. The table contains six rows of student data. To the right of the table is a form with fields for 'Date', 'Assignment', 'Category', and 'Max Points'. A dropdown menu is open over the table, showing options: 'Move assignment', 'Copy assignment', 'Duplicate assignment', 'Scale points', 'Curve assignment', and 'Copy from homework'. The 'Copy from homework' option is highlighted. Below the table and form are buttons for 'Save', 'Save & Publish', and 'Cancel'.

# ID	Student	Grade
1 48671	Bradford, Karen	92.4% B+
2 48699	Brown, Jonathan	90% B+
3 48711	Chu, Jeff	87.1% B
4 48734	Jones, Christy	95.5% A
5 48771	Kendricks, Allison	88.9% B
6 48823	Smith, David	93.1% A-

4. Click the [\[Operations\]](#) link.
5. Click the [Copy from homework](#) link from the drop-down list.

The screenshot shows a dialog box titled 'Copy from homework resource:'. It contains a red warning message: '* This will copy assignment details from homework'. Below the message is a label 'Select homework resource:' followed by a dropdown menu currently showing 'Please Select'. At the bottom of the dialog are 'Ok' and 'Cancel' buttons.

6. Select the homework resource from the [Select homework resource](#) drop-down list.

You can use the [Move Assignment](#) link to move the assignment from one term to another term or gradebook. And if you move and save an assignment then a new link for that particular assignment is created.

If an assignment is already linked to homework and the logged in user does not have 'Edit' permission for that particular Homework resource and has 'Edit' permission to the gradebook, then the user can edit the gradebook but cannot link the homework to the gradebook.

The screenshot shows the 'Copy from homework resource' dialog box with the dropdown menu set to '8-Language Arts'. Below the dropdown are '<<Previous' and 'Next>>' buttons. A list of homework resources is displayed, each with a checkbox and details including the date, due date, and description. The first item is selected. At the bottom are 'Ok' and 'Cancel' buttons.

Resource	Due Date	Description
<input checked="" type="checkbox"/> 5/4/2015 Homework	5/26/2015	Story of My Poem Final (Total Project)
<input type="checkbox"/> 5/4/2015 Homework	5/18/2015	Story of My Poem rough draft of poem part of project
<input type="checkbox"/> 5/4/2015 Homework	5/13/2015	Do Problems KFCT p.818.
<input type="checkbox"/> Test/Quiz on 5/4/2015		Culminator 3 WW chapters 1-20
<input type="checkbox"/> 4/14/2015 Homework	5/4/2015	Opposites Final (Due date bumped back to accommodate 8th gr. play)

Note 1: You can select only one homework from the list.

Note 2: If you delete an assignment, the assignment will be removed from Gradebook resources and the assignment's link to the gradebook on the homework page also will be removed.

Note 3: If you move an assignment from one term to another term or from one resource to another resource, then the link to the homework also will be moved with the change in the due date.

7. Select homework and click **Ok**.
8. Complete the scoring of the student's assignment and click **Save**.

Frequently Asked Questions

1. Can a parent see all of the homework displayed in a classroom group?

Answer: A parent may see homework resources that include the parent name or the group the parent belongs to within the View permission of the homework resource.

2. What happens if I have a leveled subject? For example if there is a Math A and Math B within the same class

Answer: Typically, SchoolSpeak recommends that the administrator create two homework resources - one to support Math A and one for Math B. The administrators should create each level, in this example Math A group and Math B group. The students should be assigned to the appropriate leveled groups. The administrator should include the appropriate group within the VIEW permission in the respective homework resources.

3. Can the homeroom teacher add new homework assignments?

Answer: Any teacher included within the EDIT permission of the homework resource may add new assignments.

4. Can a teacher copy an assignment from one homework resource to another?

Answer: Yes, teachers may use the COPY function within the homework resource to copy the assignment to any other homework resource they have EDIT permission for.

5. Can the homeroom teacher see all of the homework in her classroom even if he/she is not the teacher of that subject?

Answer: You may add the teacher to either the VIEW permission by name or add the teacher to the group that is included within the VIEW permission.

6. Can a user with only 'View All' permission link homeworks to gradebooks?

Answer: No, the user with Edit permission only will be able to link homeworks to gradebooks.

7. Can a user with 'Edit' permission to only the homework resource be able to view the gradebooks?

Answer: No, the user with Edit permission to both homework as well as gradebook resources will be able to view and link the homeworks to gradebooks.

8. Can user link a homework to more than one gradebook?

Answer: Yes, the user can link a homework to more than one gradebook.

9. Can user link one homework to more than one assignment on the Gradebook Assignment Edit page?

Answer: No, one homework can be linked to only one assignment.