

# School World Help Sheet: Attaching Content to Assignments

## Posting Assignments with Attachments

**Homework**  
Categories | **Add Assignment** | Edit Assignment | Intro Message  
Main Menu

**Homework Section**

**Option 1 - Simple Monthly Calendar**  
To simply display monthly calendar with your assignments and instructions, [use this page](#). This is ideal for elementary teachers.

**Option 2 - Advanced**  
This is more for middle to high school-level teachers that have several classes and perhaps more than one subject. Assignments will be linked to the various categories (or subjects) you enter.  
[Spanish 3 Translations] [Short-term] [Next >]

To create searchable daily assignments - start by entering the title and the type of assignment. You will also be able to attach images, files or include Web site references pertaining to this assignment.

**Option 3**  
Add several advanced assignments at once using [this page](#).

**Annotation:** Type the name of your assignment and click "next"

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Page Info | Images - 0 | Files - 0 | Links - 0 | Delete

**Homework Assignment Details**

HW Title: [Spanish 3 Translations]

Type: [Short-term]

Assignment Directions

**Annotation:** Type the directions for your assignment.

**Annotation:** Then scroll down to set due dates and select the category for the assignment.

**New Assignment Dates & Notes**

Subject/Period/Course: [Spanish 3]

Date Assigned: [09/30/2009]

Due Date: [9/29/2009]

Weekly Assignment Recurrence

**Annotation:** Select the course that the assignment is for, the date it was assigned and the date that it is due.

**Annotation:** Then Click Save

Check if you need to assign this to another subject/period/class

Check if you need to assign this to ALL your subject/period/classes (recurrence would be ignored)

[Save >]

# School World Help Sheet: Attaching Content to Assignments

To attach a file—like the worksheet that you handed out in class, click on the "Files" tab. Then click "Browse".

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View Page  
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Page Info Images - 0 Files - 0 Links - 0 Delete

Uploaded Files (0) | Referenced Files (0) | Visitor Uploads (0)

**Add New Files**

This page allows you to upload your own files for reference. The default option is to upload one file - you can also choose to add more files, three at a time.

Sort Order: 1.00

New File  Browse...

Friendly File Name

File Description  abc

Save > Add 1 more

Find the File that You Want to Attach. Then Click "Open".

Look in: Desktop

- Shortcut to 03 Track 03
- Smoothboard
- Spanish2 Verbs
- Spanish 3 Chapter 1 Translations
- Spanish 3 Chapter 1 Translations
- Spanish 3 Semester 1 Exam Comparison Guide
- Spanish 3 Semester 2 Exam Comparison Guide
- Spanish III Chapter 1 Section 2 Vocabulary Quiz
- Tech Bond Proposal 2009-10
- Tentative 09.10
- Then What
- TRN-Online\_Syllabus
- verbal
- Windows Explorer
- Windows Media Player

File name: Spanish 3 Chapter 1 Translations

Files of type: All Files

Open Cancel

Your File Name Should Appear in the "New File" window. Type the name that you would like displayed on your page in the "Friendly File Name" Box. Then click "Save"

Page Info Images - 0 Files - 0 Links - 0 Delete

Uploaded Files (0) | Referenced Files (0) | Visitor Uploads (0)

**Add New Files**

This page allows you to upload your own files for reference. The default option is to upload one file - you can also choose to add more files, three at a time.

Sort Order: 1.00

New File C:\Documents and Settings\Lynette Daig\ Browse...

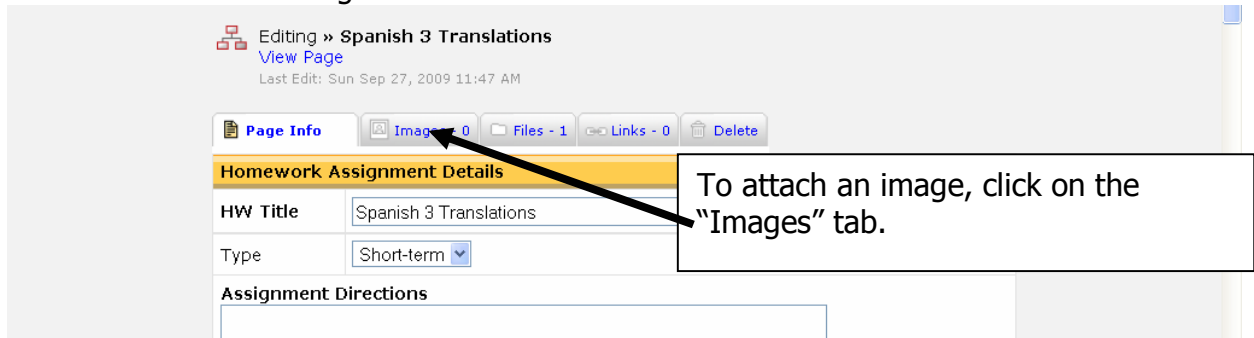
Friendly File Name Sp3 Ch1 Translations

File Description  abc

Save > Add 1 more

# School World Help Sheet: Attaching Content to Assignments

You can also attach images or links



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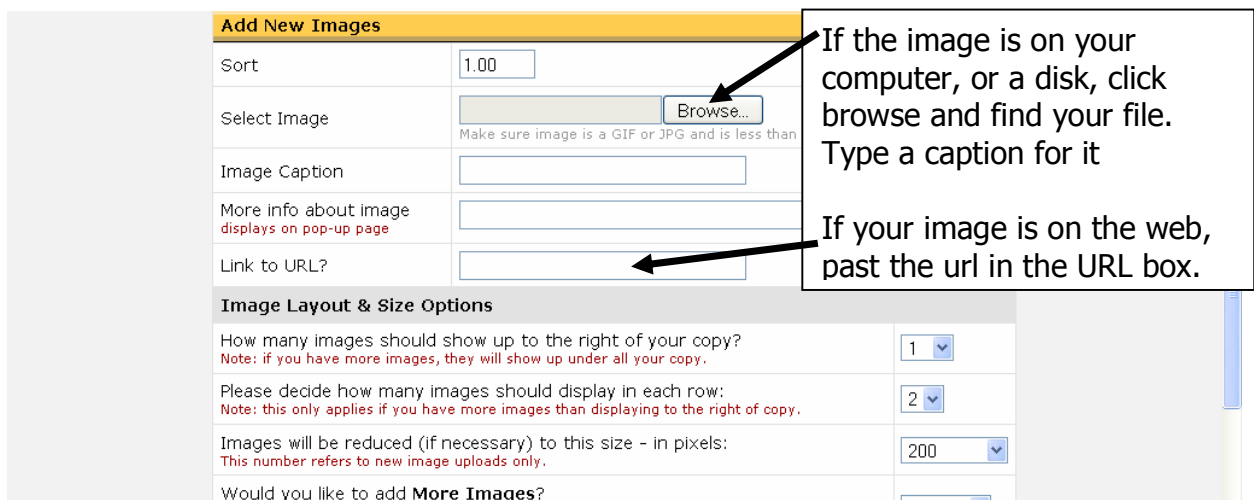
Page Info Images - 0 Files - 1 Links - 0 Delete

### Homework Assignment Details

HW Title: Spanish 3 Translations  
Type: Short-term

Assignment Directions

To attach an image, click on the "Images" tab.



### Add New Images

Sort: 1.00

Select Image:  Browse...  
Make sure image is a GIF or JPG and is less than

Image Caption:

More info about image displays on pop-up page

Link to URL?:

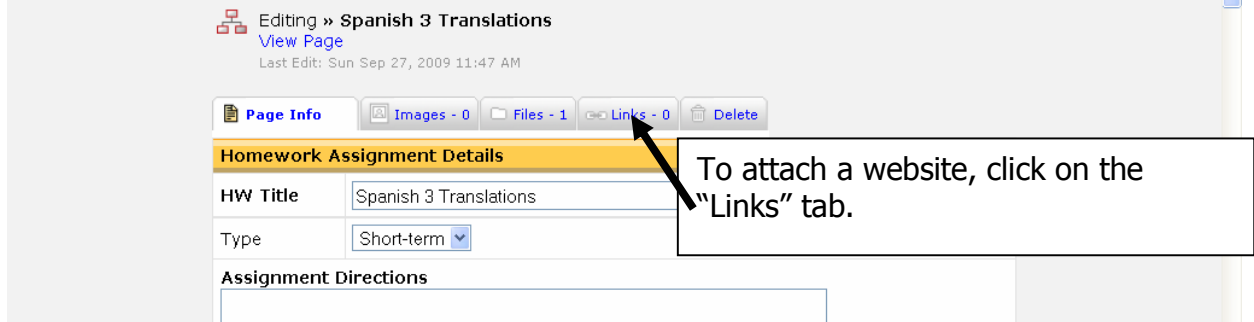
### Image Layout & Size Options

How many images should show up to the right of your copy?   
Note: if you have more images, they will show up under all your copy.

Please decide how many images should display in each row:   
Note: this only applies if you have more images than displaying to the right of copy.

Images will be reduced (if necessary) to this size - in pixels:   
This number refers to new image uploads only.

Would you like to add More Images?



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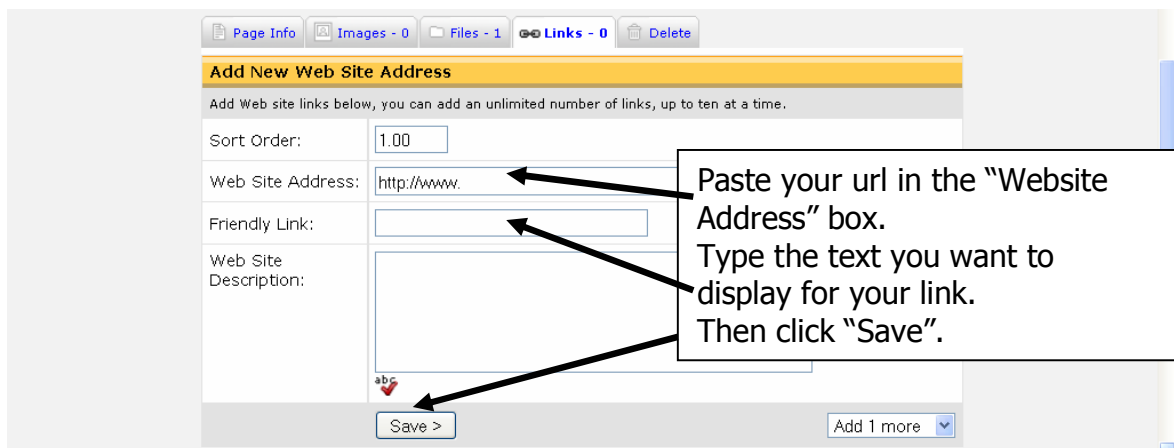
Page Info Images - 0 Files - 1 Links - 0 Delete

### Homework Assignment Details

HW Title: Spanish 3 Translations  
Type: Short-term

Assignment Directions

To attach a website, click on the "Links" tab.



### Add New Web Site Address

Add Web site links below, you can add an unlimited number of links, up to ten at a time.

Sort Order:

Web Site Address:

Friendly Link:

Web Site Description:

Save >

Paste your url in the "Website Address" box.  
Type the text you want to display for your link.  
Then click "Save".