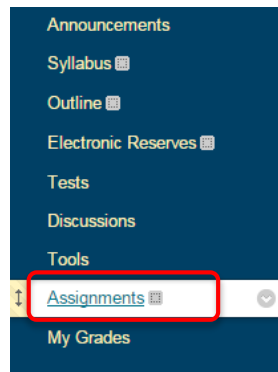
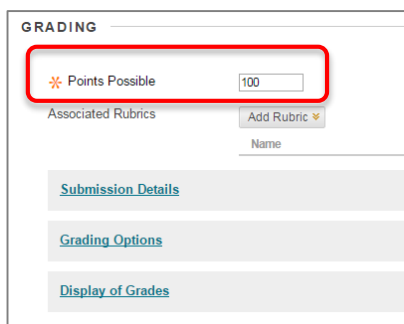
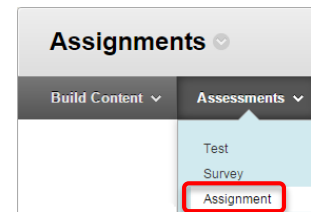


## Creating an Assignment in Blackboard

The Assignment tool in Blackboard can help you streamline and centralize the collection of student work.

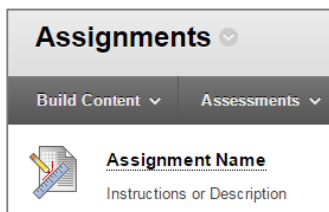
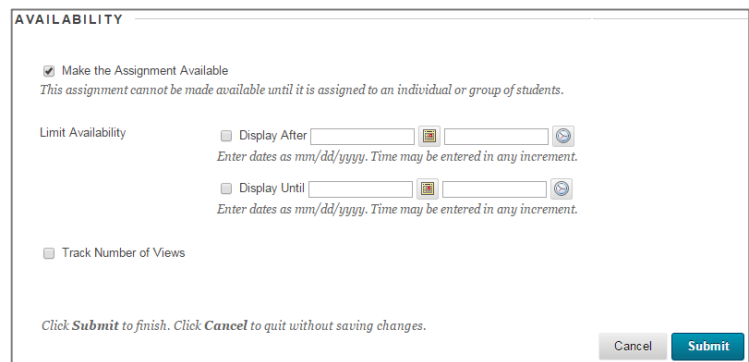


1. Click the **Content Area** (e.g., Assignments) in which you want to place the Assignment link.
2. Hover over **Assessments** and then click **Assignment**.
3. On the **Create Assignment** page, provide the name, instructions, and any files students need.
4. Optionally, select a **Due Date**.



5. In the **Grading** section, type the **Points Possible** and associate a rubric (optional). You can expand the next sections to make selections such as anonymous grading and how the grade is displayed. To learn more, see [Assignment Grade Settings](#).

6. You may choose to select the **Display After** and **Display Until** check boxes to enable the future date and time selections. If you choose these options, leave **Make Assignment Available** checked.
7. Click **Submit**.



In order to upload their work, your students will navigate to the Content Area you selected in Step 1 and click the link for the assignment.