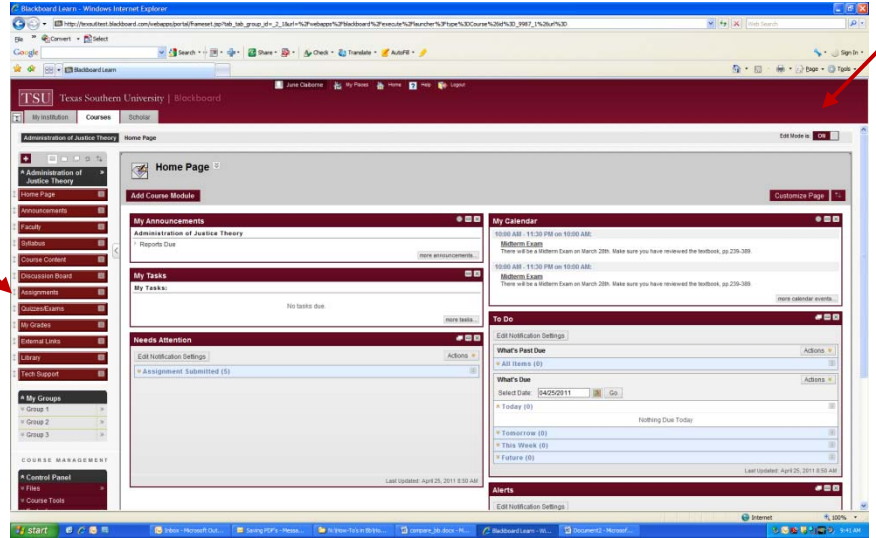


How to Create an Assignment Link for Students in Blackboard 9.1

1. In your course, make sure the **Edit Mode** is turned on
2. At the **Course Menu**, click the **Assignments** tab
3. At **Create Assessment**, click **Assignment**



4. Enter a name for your assignment link & other assignment information if needed.

1. **Assignment Information**

Name and Color

Instructions

2. **Assignment Files**

Attach File

3. **Grading**

Points Possible

4. **Availability**

Make the Assignment Available
This assignment cannot be made available until it is assigned to an individual or group of students.

Number of Attempts Allow single attempt

5. You may choose to **attach a file** (optional).
6. Enter the number of **possible points** for the assignment
7. **Make the link available** by checking the box.
8. You can allow students to submit only one assignment **or** multiple assignments.
9. You can choose to add due dates (if student submits an assignment late, the link will accept the assignment, but it will be marked as late).
10. Select assignments to be submitted individually or as a group.

11. Click **Submit**