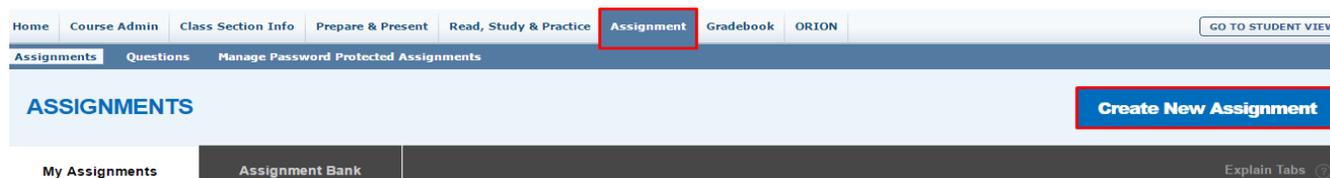


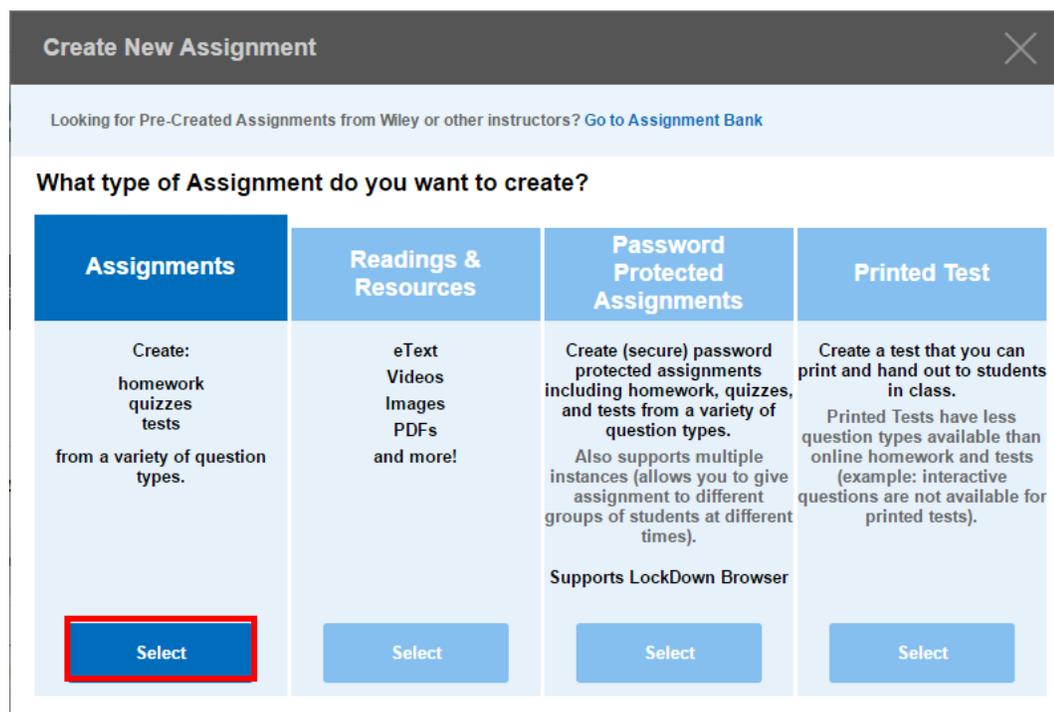
## WileyPLUS: Assignments

### Creating Assignments

1. To create your own custom assignment, navigate to the Assignments tab and click Create New Assignment.



2. Click the Create New Assignment Button. You will be presented with 4 assignment options. Assignments are the most common assignment type; used for creating homework, quizzes, tests.
  - Select Assignments



3. Select the chapters and you want for the assignment and chose any necessary filters to narrow down your search for questions
  - Select Find

**Create New Assignment**

Select a different assignment type

**What chapters will this Assignment cover?**

Chapter

**Optional Filters**

Any Standards

Any Study Objective

Any Question Type

Any Difficulty level

Any Source

Search Question Title

Select all

- Chapter 0. Accounting Cycle Review (596)
- Chapter 1. Financial Accounting and Accounting Standards (596)
- Chapter 2. Conceptual Framework for Financial Reporting (596)
- Chapter 3. The Accounting Information System (367)
- Chapter 4. Income Statement and Related Information (367)
- Chapter 5. Balance Sheet and Statement of Cash Flows (367)
- Chapter 6. Accounting and the Time Value of Money (35)
- Chapter 7. Cash and Receivables (444)
- Chapter 8. Valuation of Inventories: a Cost-Basis Approach (444)

**Find**

4. Click the Add button to add individual question to the assignment

Show Me How Save for Later **Organize Assignment**

**YOUR SEARCH**

CHAPTER

Chapter 2. Conceptual Framework for Financial Reporting

QUESTION TYPE

Accounting Text-Entry with Dropdown

Multiple-Choice

Clear All Search Filters

**FILTER**

Chapter

Any Study Objective

**212 RESULTS**

Show 50 1 2 3 4 5

Sort by Default Grouping + Select and Add All

**Brief Exercise 2-1** Preview Remove

Chapter 2. Concep... Accounting Text-En... Easy Available assistance: Link SO: LO 2.3 Identify ... Wiley (Assessment) Source

**Brief Exercise 2-2** Preview **+ Add**

Chapter 2. Concep... Accounting Text-En... Easy Available assistance: Link SO: LO 2.3 Identify ... Wiley (Assessment) Source

**Brief Exercise 2-3** Preview + Add

- After all the necessary questions have been added click Organize Assignment

## 5. Organize your assignment

- Enter an assignment Name and Short Name. The assignment name will appear in your student's assignment list. The short name will appear in the top column of the gradebook.

Assignment Name & Description [Save for Later](#) [Set Policies >](#)

\*Required

**Assignment Name**

**Short Name**  Max 16 characters

**Description**

Display to Students

Allow other instructors at my school to use this assignment ?

Only share assignments after I've assigned them (don't share drafts)

- If necessary, select the order for questions to appear and change points if you would like to over-ride the default of one point per question.

ORDER		POINTS	SHOW WORK <small>?</small>
1	<b>Brief Exercise 2-1</b> Chapter 2. Concep... Accounting Text-Entry with Dropdown Easy Link SO: LO 2.3 Identify ... Wiley (Assessment) Source	1	<input type="checkbox"/> Require <input type="button" value="Eye"/> <input type="button" value="Trash"/>
2	<b>Brief Exercise 2-2</b> Chapter 2. Concep... Accounting Text-Entry with Dropdown Easy Link SO: LO 2.3 Identify ... Wiley (Assessment) Source	1	<input type="checkbox"/> Require <input type="button" value="Eye"/> <input type="button" value="Trash"/>
3	<b>Brief Exercise 2-3</b> Chapter 2. Concep... Accounting Text-Entry with Dropdown Medium Link, Solution SO: LO 2.3 Identify ... Wiley (Assessment) Source	1	<input type="checkbox"/> Require <input type="button" value="Eye"/> <input type="button" value="Trash"/>

TOTAL POINTS  [Save for Later](#) [Set Policies >](#)

- Select Set Policies

## 6. Set your assignment settings/policies.

- Select how many questions attempts you would like students to have
- Determine when you want to show students question assistance
  - **Link to text** takes students directly to the area of the text to help them answer
  - The **solution** (if available) will show students all steps needed to take to arrive at the final answer
  - The **answer** will simply display the correct answer
  - Depending on the course, other question assistance may be available.

## Assignment Policies

Note: These policies apply to all class sections

Save for Later

Finalize Assignment >

### GENERAL POLICY CONFIGURATIONS

Score & Feedback  Do not show students their scores or answer feedback until due date has passed

Show students their scores and answer feedback after each attempt

Question Attempts Allowed  After  reduce score by  [How does Point Reduction work?](#)

### QUESTION ASSISTANCE

Show Link to Text after  Reduce Score By  [How does Point Reduction work?](#)

Show Entire Solution after (i.e: steps to final answer)  Reduce Score By

Show Answer Only after (i.e: final answer only)  Reduce Score By

- Check the box **Save these settings** to save you time by having these policy settings automatically selected the next time you create an assignment.

Save these settings

Save for Later **Finalize Assignment >**

- If you are ready to use the assignment click Finalize Assignment and you will be taken to the page to assign the assignment. Otherwise click save for later to complete the creation process.

## 7. Finalize the assignment by making it available to one or multiple active class sections

- Set a start and due date (or no due date)

## Set Class Section Policies and Assign

Assign

### ASSIGN TO SECTIONS

SECTION	START DATE	DUE DATE
<input checked="" type="checkbox"/> All Sections	May 1, 2017 09:00 AM	May 12, 2017 11:00 AM <input type="checkbox"/> No Due Date <a href="#">Undo</a>
<input checked="" type="checkbox"/> Section 1	May 1, 2017 09:00 AM	May 12, 2017 11:00 AM <input type="checkbox"/> No Due Date
<input checked="" type="checkbox"/> Section 2	May 1, 2017 09:00 AM	May 12, 2017 11:00 AM <input type="checkbox"/> No Due Date

- Set class section policies

Scoring ⓘ

- Graded
- Ungraded
- Extra Credit

Student access after due date

- Allow late submissions (including editing and resubmitting)  
(marked late in grade book)
  - Reduce score by
    - 50% ▼ if submitted after the due date
    - 50% ▼ if submitted less than 4 day(s) after the due date and 100% ▼ thereafter
  - Students can only view assignments after due date  
(no answers/solutions)
  - Students can view assignments and assistance after due date  
(including answers/solutions)
  - No student access after due date  Do not allow student to see gradebook for this assignment

- Schedule assignment by clicking assign

Assign