



## Students: Teams- Assignments

Thursday, October 1, 2020  
12:48 PM

# Because you asked...

### Question:

How do I find my assignments in Teams? How do I hand in my work?

### Description:

Access Assignments tab in Teams to view, complete, hand assignments and view feedback and grades.

### Watch the Videos

[Access Assignments](#)

[Hand in Work](#)

### First: Open an Assignment

- Open your class team
- Select the Assignments **tab** at the top of the screen
- Assignments will be listed in two categories **Assigned** and **Completed**
- Click on an assignment to open it

DL **General** Posts Files Class Notebook **Assignments** Grades D2L Brightspace ↗ ↻ Meet

Assigned

Load previous

Growth Mindset Intro Activity Due September 14, 2020 1:00 PM	20 points Past due
Thursday Journal Due September 16, 2020 11:59 PM	100 points Past due
Testing Categories  Unit 1 Due October 6, 2020 11:59 PM	Past due
Test Assignment Due tomorrow at 11:59 PM	

Completed

## Next: Complete an Assignment and Turn In

- Read the **instructions** carefully
- Check to see if your teacher has attached a **rubric** to help guide your work
- Use a **Post** or **Chat** message if you have questions for your teacher
- Check the **due date** so you can plan your time wisely
- Click to open your resources
- Resources attached in **Word** or **OneNote** will open directly inside Teams if you are using a **computer**
- Resources attached in **Word** or **OneNote** will need to open in their apps. If you are using a **mobile device**, make sure you have these apps installed too.
- **Close** the resource when you have finished
- Select the **ADD WORK** option if you need to upload additional work. Uploading video or pictures from your camera or photos is easily done here from a mobile device.
- Select the **Turn In** button to let your teacher know you have finished

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## Growth Mindset Intro Activity

Due September 14, 2020 1:00 PM


### Instructions

In this activity, you will learn (or refresh) what a growth mindset is. This is a very unique school year and this is a great way to wrap our heads around the "newness" and "scarieness" factors with the development of a growth mindset.

### Reference materials

 Assignment 1 practice.docx ⋮


### My work

 Growth Mindset Intro Activity ⋮

 [Add work](#)

Points  
20 points possible

 Rubric


 Growth Mindset Paragraph

## Then: View Feedback and Grades

- Select the **Assignments** tab
- Select the > to open your **Completed Work** list
- Look for **Feedback** and **Points**
- Open your resource to see if your teacher has added additional comments in your Word or OneNote documents too
- Open your resource to edit your work

- **Close** the resource and select **Turn in Again** if your teacher asked you to re-submit an assignment

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## Exit card for Tania

Due September 11, 2020 11:59 PM

Instructions  
Answer the three prompts:

My work

 Sept 10 Assignment.docx ⋮

[Add work](#)

**Feedback**

Tania, Great answers to your questions. Ne  
elaborate on your answers.

Level 4

**Points**

8 / 10

### **Additional Resources:**

[Assignments and Grades in your Class Team](#)

[Microsoft Teams Quick Start Guide for Students](#)