

## **Transcript for video tutorial on Assignment activity**

In this video, you will learn how to add an assignment on Moodle.

In the course homepage, click "Turn Editing On" button to enable the editing mode.

Select "Assignment".

Fill in the general information about the assignment including the assignment name and description.

You can set the available date and due date of the assignment here.

For the item, prevent late submissions,

if we set it to "No", students can submit the assignment as long as the assignment is accessible to them, but their submissions will be marked as late.

For the grade item, you can set the maximum grade here, students can view their own grades on gradebook.

For the item, maximum size, you can set the maximum size per file that students can upload for their submission.

You can set the maximum number of files which maybe uploaded here.

For the item, email alert, if teachers enable this function, they will receive email notification whenever students add or update an assignment submission.

Finally, click "Save and return to course".

The assignment is now added to the course.