**BROWN**

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# Create & Customize Canvas Assignments

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Canvas allows you to create assignments for your students and customize the settings to meet your grading approach for your course.  Within the grading settings of a Canvas Assignment,  you can select the grading settings for each assignment based on the assignment's type, objectives, and expectations.  You may also choose to use points, percentages, or complete/incomplete to track progress and provide feedback to students about their work.

## Create Canvas Assignments

Assignments include quizzes, graded discussions, and online submissions.

**To create an assignment:**

1. Log in to Canvas at **canvas.brown.edu** and select your course from the Global Navigation menu on the left.
2. Click **Assignments** in the Course Navigation menu.



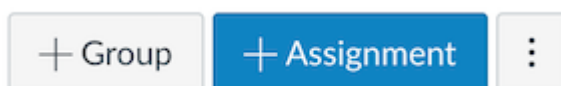3. Click **+ Assignment** to add an assignment shell. You can now select from various options to design the assignment.



4. Enter the name of the assignment in the **Assignment Name** box.
5. Enter a description of the assignment in the box below if relevant.

**While you are building in Canvas, you will  be able to:**
6. Set the point value
7. Select the assignment group
8. Select how grade will display to students
9. Indicate how students will submit
10. Allow a moderator to review multiple independent grades for selected submissions



11.  If applicable, select **This is a Group Assignment**, **Require Peer Reviews**, or **Allow a moderator to review multiple independent grades for selected submissions**.

12. Enter a **due date** in the Due box.

13. Click **Save** to save the assignment but keep it hidden from students until you publish it later. Click **Save & Publish** to save the assignment and make it visible to students immediately.

14. To P**ublish** an assignment, click the assignment in the Assignments page, then click **Publish** at the top of the page, or, publish the assignment on the Assignments page by clicking the **Publish** icon to the right of the assignment's name.

Your new assignment will appear on the Assignments page under the assignment group you selected.  Any Assignments you create automatically show up in the Calendar, Syllabus page and Gradebook.

**Note**: Only graded assignments, graded discussions, graded quizzes, and graded surveys that have been underlined published display in the Gradebook automatically.

**Note**: Canvas can notify you when students submit assignments or comment on submissions. You can set how often and where notifications from Canvas are sent (e.g., personal email, mobile phone, etc.).

**For more information on how to create and manage assignments, please see the following links:**

- How do I add a rubric to an assignment
- How do I manage rubrics in a course
- How do I set notifications

Related Content

- Enable TurnItIn for Student Assignment Submissions
- Enter Grades into Canvas Grades
- Set Varied Due Dates by Section for Canvas Assignments, Discussions, and Quizzes
- Create Weighted Assignment Groups in Canvas for Grading
- Canvas Speedgrader
- Annotate Student Submissions using Speedgrader
- Create Weighted Assignment Groups for Grading
- Canvas Quizzes