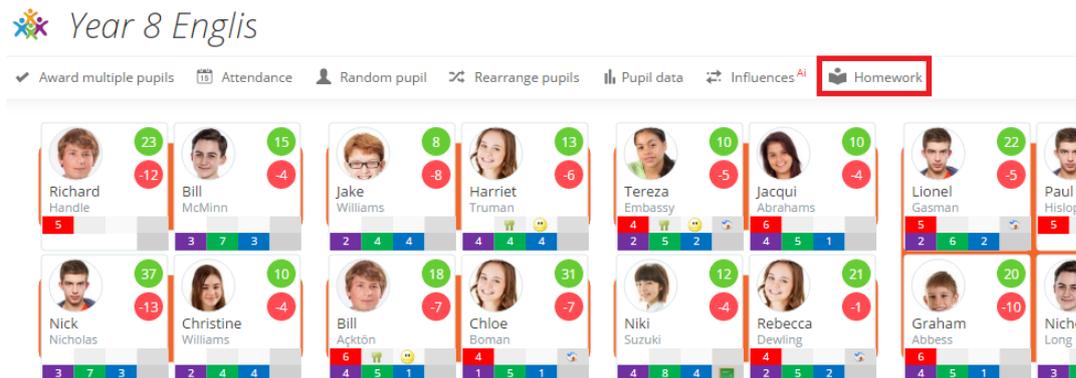


## How to set homework

To set homework begin by starting your lesson from the class list.



There is then a new 'Homework' button highlighted below.



This will open up the 'Homework' slideout in the 'Set homework' view. You are then able to customise the homework task to your liking. You can give it a title, description, issue and due date, estimated completion time and also upload any files/add any links that your students will need to complete the task. Please remember that title, description, issue and due dates and estimated completion time are required fields. Once you are happy with the homework content click 'Publish homework task' to save the homework and have it issued to the class. The 'Clear all' button will remove any information you have added.

Homework

 Lionel Gasman 22 -5 5 2 6 2	 Paul Hislop 18 -8 5
 Graham Abbess 20 -10 6 4 5 1	 Nicholas Long 23 -4 3 7 3
 Sasha Davies 22 -5 4 2 5 2	 Liam Rogerson 32 -3 3 8 3
 Lee Glendel 28 -7 5	 Janet Greet 21 -4 5

## Homework ✕

Set homework

[View homework](#)

Title \*

Enter a title

Describe the task for your students \*

**B** *I* U        

Issue date \*

23/6/2016 

Due date \*



Estimated completion time \*

Minutes ▾

Upload files

No file chosen

(25MB) limit

Add web links (optional)

Example: <http://www.classcharts.co.uk/link>

Copy and paste urls and then press enter to add another one.

How to view previously set homework and mark submission

There are 2 different ways to see your previously set homework and to mark submission.

For the first method, begin by starting your lesson from the class list.

## Year 8 English

Pupils: 28/32  
Room: Art Room 2



Start
Reports

✎ Edit class

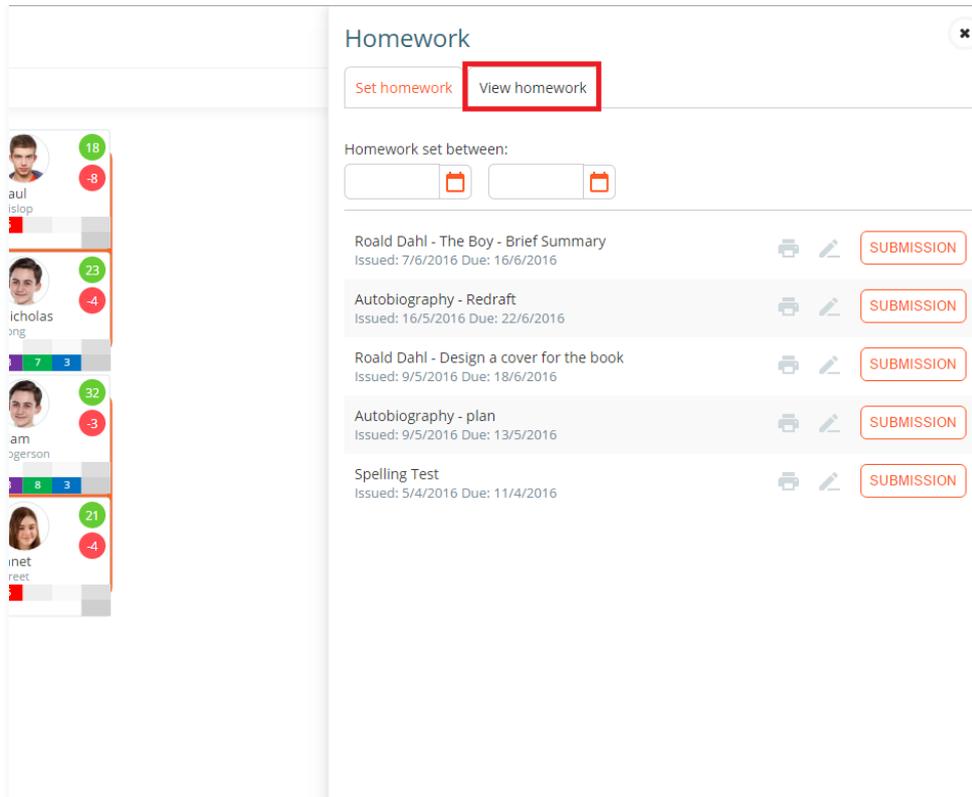
There is then a new 'Homework' button highlighted below.


Year 8 Englis

✓ Award multiple pupils
📅 Attendance
👤 Random pupil
🔄 Rearrange pupils
📊 Pupil data
🔄 Influences<sup>AI</sup>
📁 Homework

 Richard Handle 23 -12 5	 Bill McMinn 15 -4 3 7 3	 Jake Williams 8 -8 2 4 4	 Harriet Truman 13 -6 4 4 4	 Tereza Embassy 10 -5 4 2 5 2	 Jacqui Abrahams 10 -4 6 4 5 1	 Lionel Gasman 22 -5 5 2 6 2	 Paul Hislop 5
 Nick Nicholas 37 -13 3 7 3	 Christine Williams 10 -4 2 4 4	 Bill Ackett 18 -7 6 4 5 1	 Chloe Boman 31 -7 4 1 5 1	 Niki Suzuki 12 -4 4 8 4	 Rebecca Dewling 21 -1 4 2 5 2	 Graham Abbas 20 -10 6 4 5 1	 Nichol Long 3

The homework slide out will then appear in the 'Set Homework' tab. Click the 'View homework' tab to see all homeworks set in that class.



**Homework**

Set homework View homework

Homework set between:

Roald Dahl - The Boy - Brief Summary  
Issued: 7/6/2016 Due: 16/6/2016

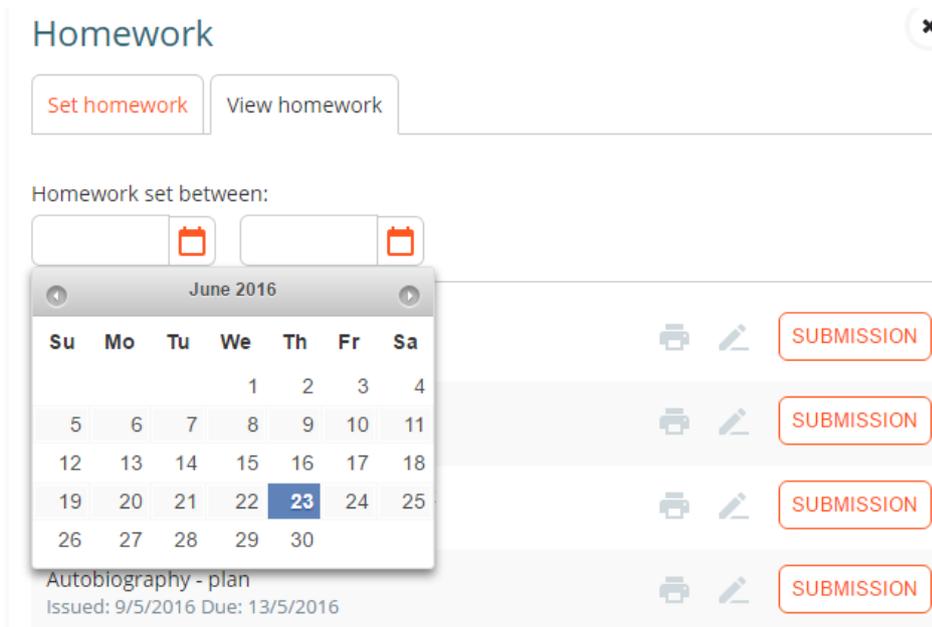
Autobiography - Redraft  
Issued: 16/5/2016 Due: 22/6/2016

Roald Dahl - Design a cover for the book  
Issued: 9/5/2016 Due: 18/6/2016

Autobiography - plan  
Issued: 9/5/2016 Due: 13/5/2016

Spelling Test  
Issued: 5/4/2016 Due: 11/4/2016

You will initially see a list of every homework set in the current class but you can use the date selectors to see homework set between a specific date range.



**Homework**

Set homework View homework

Homework set between:

June 2016

Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

Autobiography - plan  
Issued: 9/5/2016 Due: 13/5/2016

To view the description of the homework - click the homework title and this will expand the row.

**Homework** ✕

[Set homework](#) [View homework](#)

Homework set between:

---

**Roald Dahl - The Boy - Brief Summary**   [SUBMISSION](#)  
Issued: 7/6/2016 Due: 16/6/2016  
Write a brief summary of the 2 chapters we have recently read in class (Chapters 1 & 2)

**Autobiography - Redraft**   [SUBMISSION](#)  
Issued: 16/5/2016 Due: 22/6/2016

To print the homework slip, which contains all the information you added to the homework then hit the 'Print' icon.

**Homework** ✕

[Set homework](#) [View homework](#)

Homework set between:

---

**Roald Dahl - The Boy - Brief Summary**   [SUBMISSION](#)  
Issued: 7/6/2016 Due: 16/6/2016

**Autobiography - Redraft**   [SUBMISSION](#)  
Issued: 16/5/2016 Due: 22/6/2016

To edit any details in the previously set homework, click the 'Pencil' icon. You will then be able to change any of the homework details and click 'Save homework task' to save the changes.

**To check Submission start by clicking the SUBMISSION button**

**Homework** ✕

[Set homework](#) [View homework](#)

Homework set between:

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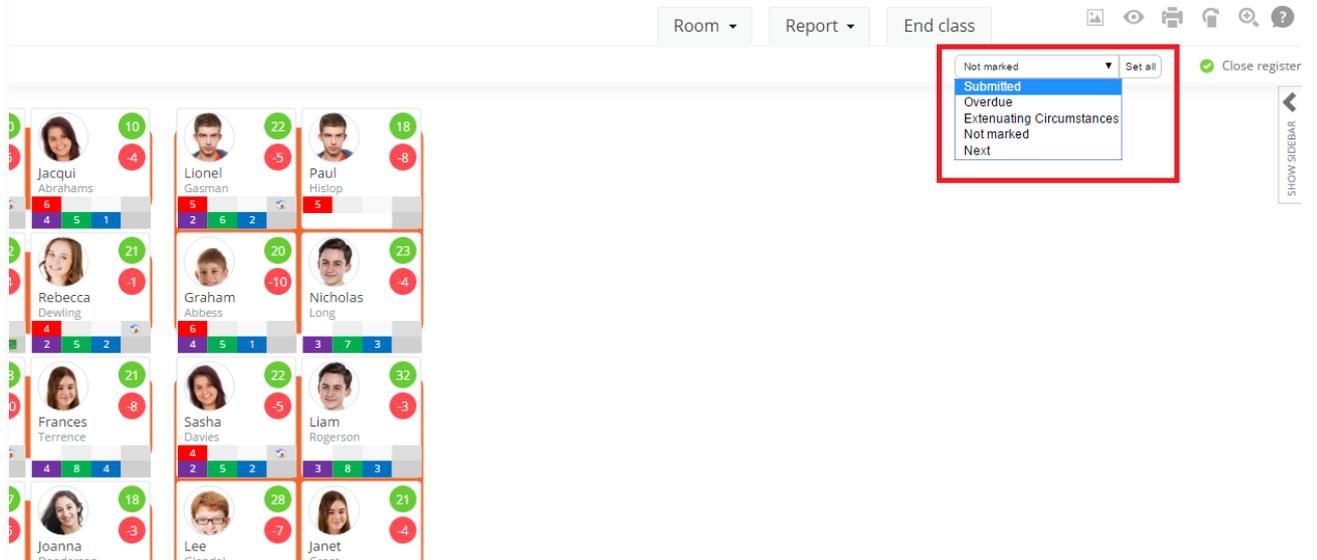
**Roald Dahl - The Boy - Brief Summary**   [SUBMISSION](#)  
Issued: 7/6/2016 Due: 16/6/2016

**Autobiography - Redraft**   [SUBMISSION](#)  
Issued: 16/5/2016 Due: 22/6/2016

**Roald Dahl - Design a cover for the book:**   [SUBMISSION](#)

After clicking submission, the sidebar will be hidden and the homework register will open. By default all pupils will be set to 'Not marked'. There are two ways of setting the student homework submission status.

You can set all pupils in the class to the same status by using the dropdown menu in the top right and selecting 'Set all'.



The screenshot shows the ClassCharts interface with a grid of student cards. At the top right, there are buttons for 'Room', 'Report', and 'End class'. A dropdown menu is open, showing the following options: 'Not marked', 'Submitted', 'Overdue', 'Extenuating Circumstances', 'Not marked', and 'Next'. The 'Set all' button is visible next to the dropdown. A 'Close register' button is also present.

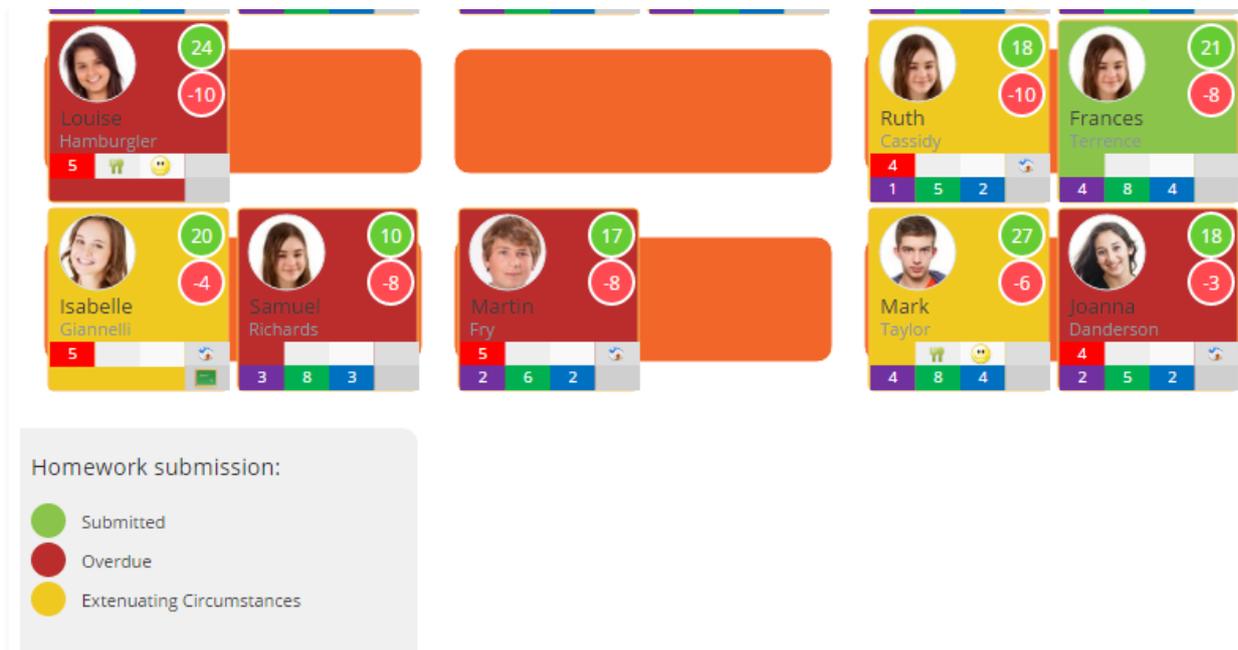
Student	Score	Status
Jacqui Abrahams	10	-4
Lionel Gasman	22	-5
Paul Hislop	18	-8
Rebecca Dewling	21	-1
Graham Abbess	20	-10
Nicholas Long	23	-4
Frances Terrence	21	-8
Sasha Davies	22	-5
Liam Rogerson	32	-3
Joanna	18	-3
Lee	28	-7
Janet	21	-4



The screenshot shows the ClassCharts interface after the 'Submitted' status has been applied to all students. The dropdown menu is now set to 'Submitted' and the 'Set all' button is visible. The student cards are highlighted in green, indicating that the status has been successfully applied.

Student	Score	Status
Lionel	22	-5
Paul	18	-8
Graham	20	-10
Nicholas	23	-4
Sasha	22	-5
Liam	32	-3
Lee	28	-7
Janet	21	-4

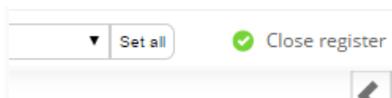
To change the status of individual cards simply click the card you wish to change. The different colours are explained in the screenshot below.



The screenshot displays a grid of student cards. Each card features a student's profile picture, name, and a score. The card's background color indicates its status: red for 'Overdue', yellow for 'Extenuating Circumstances', and green for 'Submitted'. Some cards also show a negative score in a red circle. Below the grid is a legend for homework submission:

- Submitted (Green circle)
- Overdue (Red circle)
- Extenuating Circumstances (Yellow circle)

To finish the submission process, click on 'Close register' in the top right hand corner.



You can also mark homeworks from the 'End of Class' report. When the due date of a homework passes, the homework will appear on this report screen. You can then click the relevant square for each pupil to change submission status. Clicking the date above a column will open up the 'Edit' homework slideout.

Unauthorised absence

 Late

### Homework

	16 JUN	18 JUN	22 JUN
Samuel Richards			
Rebecca Dewling			
Martin Fry			
Frances Terrence			
Harriet Truman			
Nicholas Long			
Janet Greet			
Bill Apton			

### Homework

**Title \***  
Autobiography - Redraft

**Describe the task for your students \***

**B** *I* U **≡** **≡** **≡** **≡** **≡** **≡** **≡** **≡**

Re draft the first chapter of your autobiography.

**Issue date \***  
16/5/2016

**Due date \***  
22/6/2016

**Estimated completion time \***  
30 Minutes ▼

**Upload files**

No file chosen