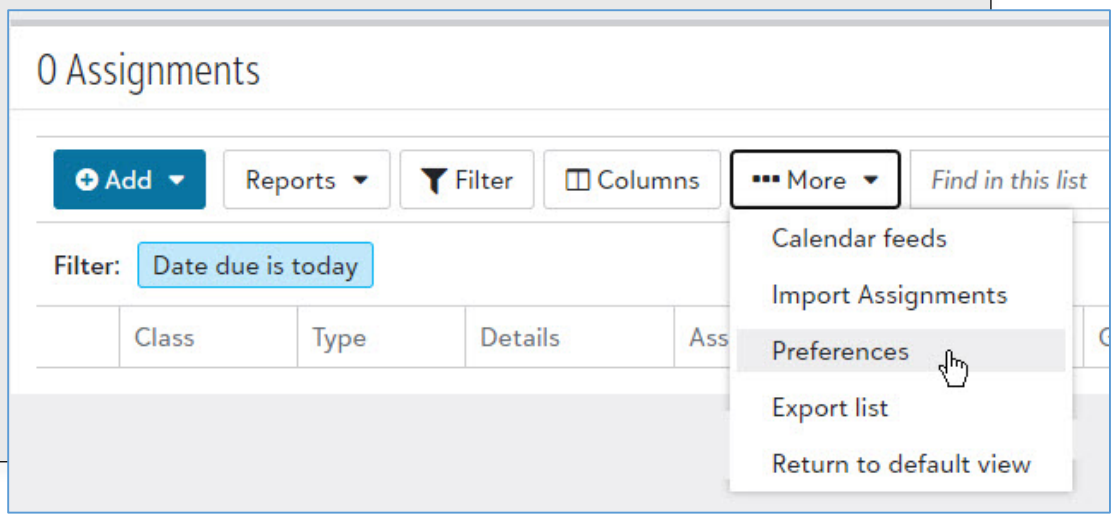
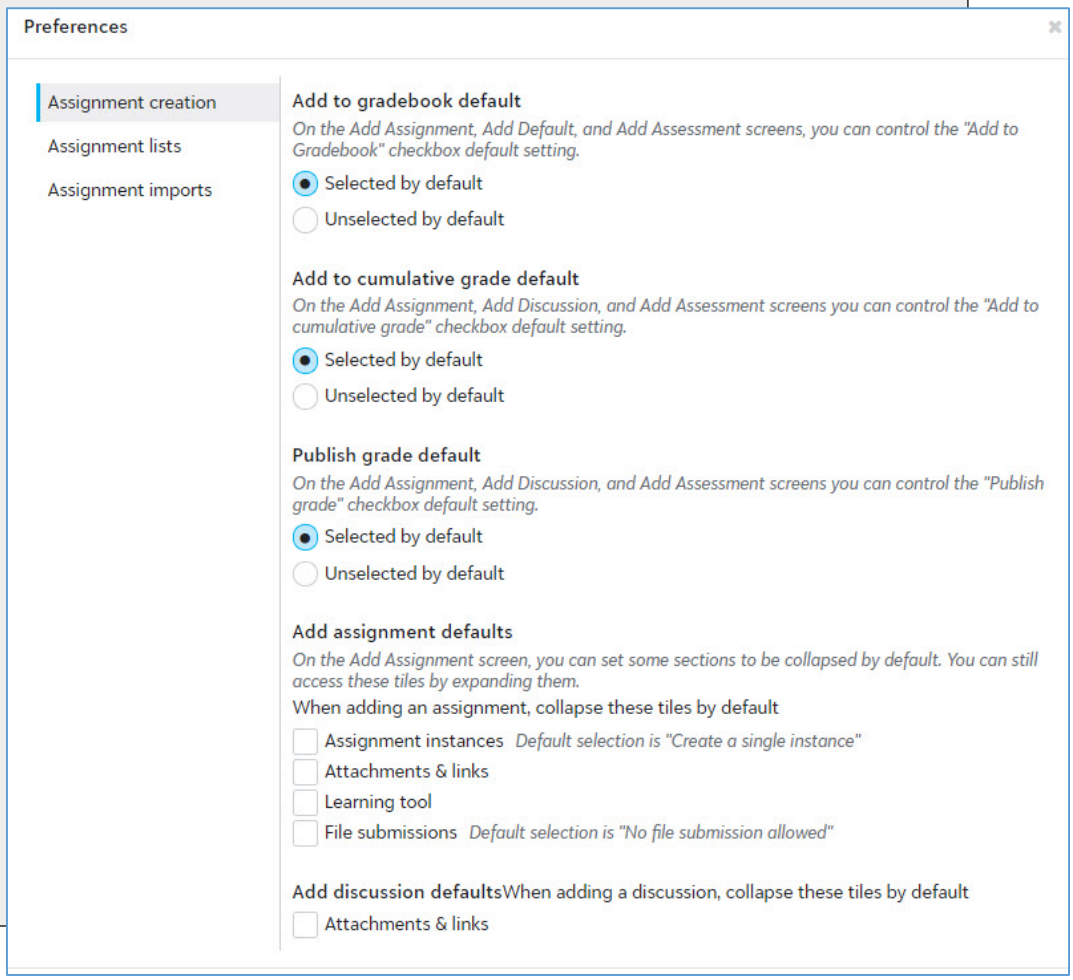
Assignment Preferences – September 2020

Blackbaud has recently added some options for assignment preferences. You can now set defaults for creating assignments, your assignment list view, and importing assignments.

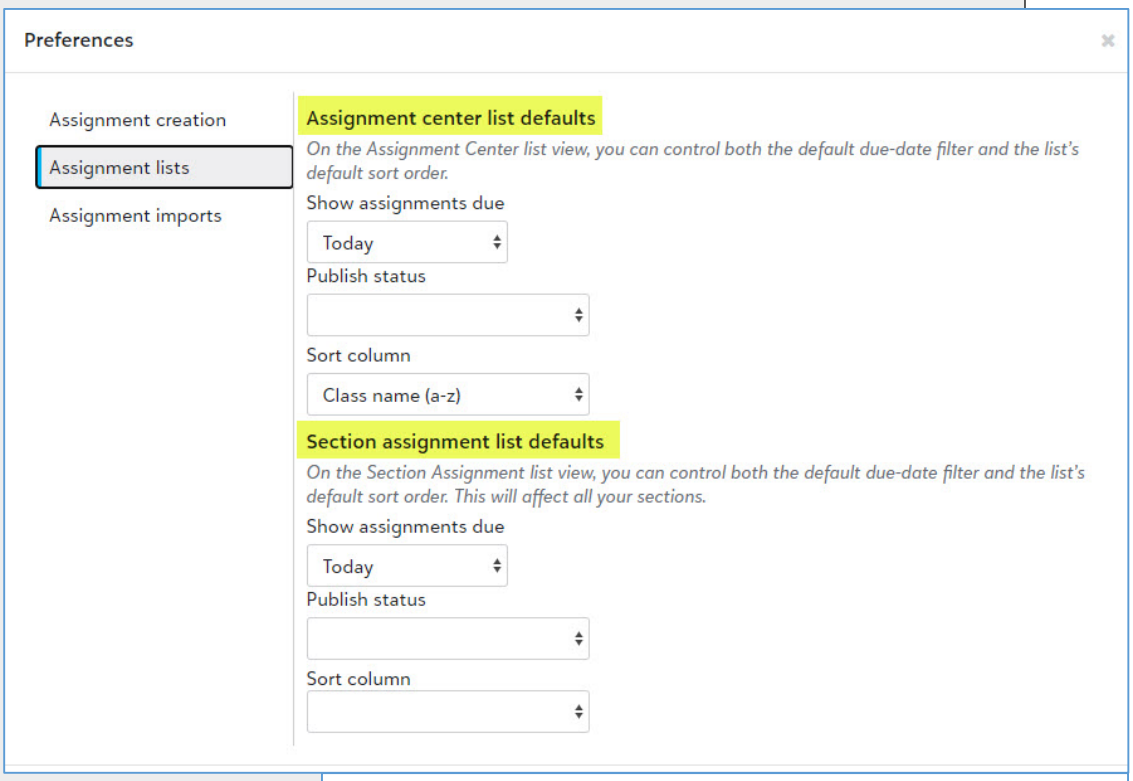
To access and set-up these preferences, choose your **Assignment Center** from the My Day page, then under **More**, choose **Preferences**.



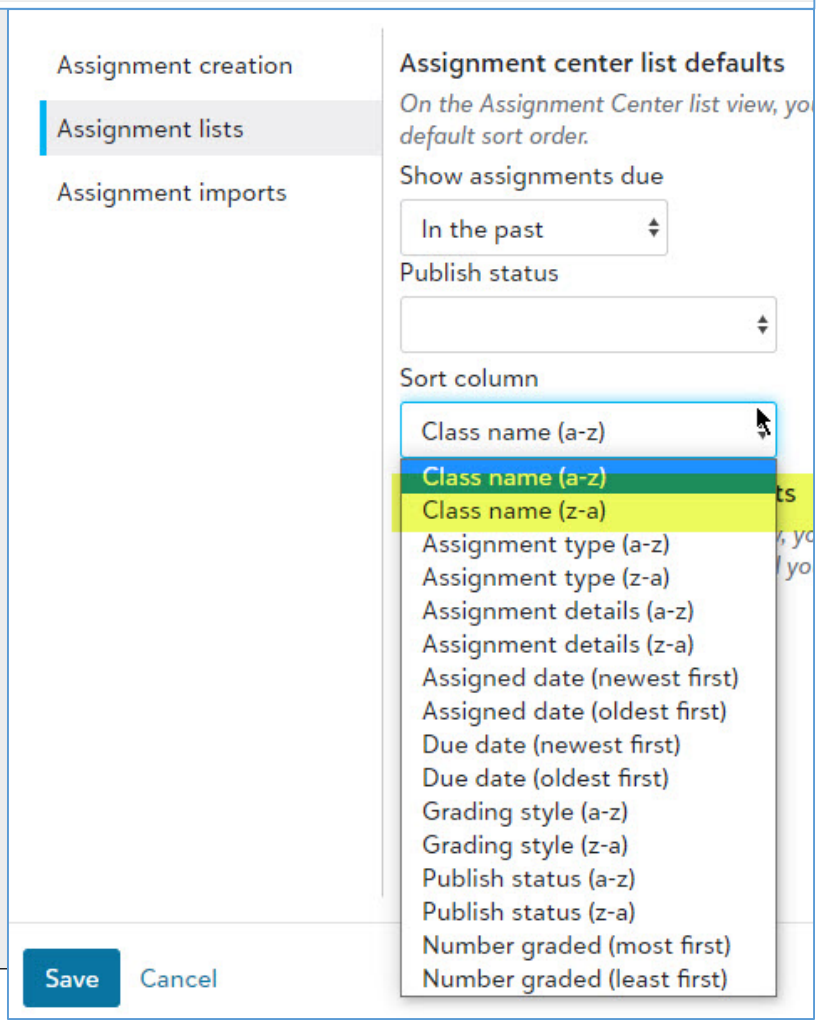
Assignment creation options:



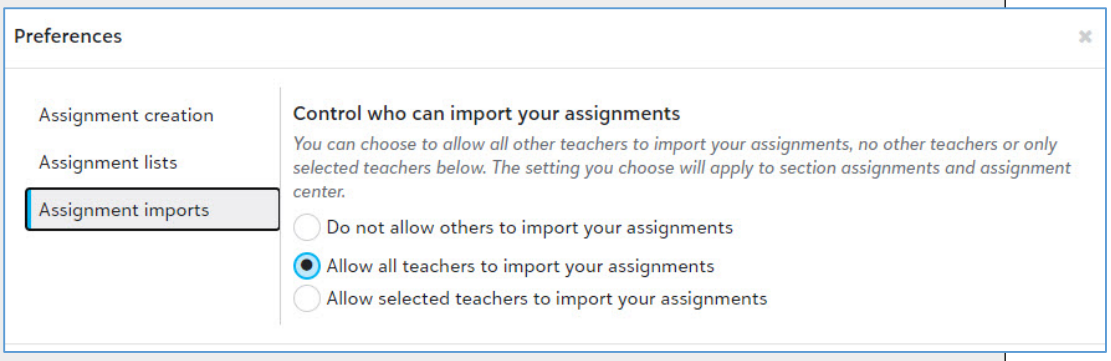
Assignment lists options (note you can set preferences for the Assignment Center as well as the Assignment tab through your class page):



You can also control how the assignments sort!



Assignment imports (note the default setting is to allow all teacher to import your assignments):



When finished setting your preferences, just hit **Save** at the bottom of the page.