

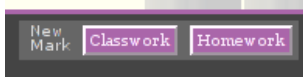
TEACHER SUPPORT - *working with* CLASS

Setting Homework

The homework you set for classes is recorded using the MarkBook. CLASS will automatically publish the homework to a website allowing students and parents to refer to it.

A homework can be entered as follows:

1. Choose the relevant class in your MarkBook and click on the Homework button.



2. You are asked for a distinctive title and a short description of the work; essentially the same information you ask students to complete in their homework diaries.

A screenshot of the 'Existing homework' form in the MarkBook. The form has a title field with 'Practice questions' and a description field. There are fields for 'Work set Date' (2008-01-30) and 'Work due Date' (2008-02-6). A dropdown menu for 'The type of mark' is set to 'Yes/No statement ()'. Below the form is a table with columns 'Work set', 'Work due', and 'Title'. The table contains one row with a plus sign in the 'Work set' column, the date '2008-01-28', the date '2008-01-29', and the title 'Ratios'.

Work set	Work due	Title
+ 2008-01-28	2008-01-29	Ratios

3. The date set defaults to today and the date due to 7 days hence. Amend these if necessary both for the students benefit and your own (as CLASS will inform you of attendance when you are following up missing work).
4. Optional are references, if you are referring to a web-site then typing the address in full (eg. <http://www.bbc.co.uk/schools/ks3bitesize/>) will make the link click-able to students.
5. The type of mark for the column will default to “Homework Quality” but you can select another should you wish to record formal grades. Editing the column later there is a check-box to flag students whose work is late and the “Homework quality” can be recorded simply as either Good, Okay or Poor.

This additional information, *Homework quality* and *Homework punctuality* is not compulsory and it is not required that any mark or grade be entered subsequently for homework.