

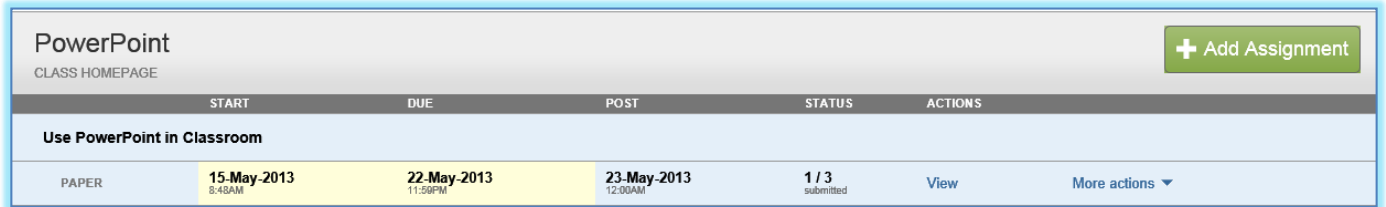
## GRADEMARK-VIEW PAPERS-CHANGE ASSIGNMENT POST DATES

### View Papers

Marks and grades for student paper submissions become available on the Post Date specified when the instructor creates the assignment. Post dates can be changed by the instructor using the **Assignment Update Tool**.

### Change Assignment Post Dates

- ✚ Click on the **Class Name** for which the **QuickMark** is to be created.
- ✚ Click the **More Actions** link to the right of the assignment (see illustration on next page).



The screenshot shows a classroom management interface for a class named 'PowerPoint'. At the top right, there is a green button labeled '+ Add Assignment'. Below this is a table with columns: START, DUE, POST, STATUS, and ACTIONS. The table contains one row for an assignment titled 'Use PowerPoint in Classroom'. The 'START' column shows '15-May-2013 8:45AM', the 'DUE' column shows '22-May-2013 11:58PM', and the 'POST' column shows '23-May-2013 12:00AM'. The 'STATUS' column shows '1 / 3 submitted', and the 'ACTIONS' column shows 'View' and 'More actions' with a dropdown arrow.

	START	DUE	POST	STATUS	ACTIONS
PowerPoint CLASS HOMEPAGE					+ Add Assignment
Use PowerPoint in Classroom					
PAPER	15-May-2013 8:45AM	22-May-2013 11:58PM	23-May-2013 12:00AM	1 / 3 submitted	View More actions ▾

- ✚ Click **Edit Settings**.
- ✚ The **Update Paper Settings** window will display.
- ✚ Scroll down to view the **Post Date** section of the window.
- ✚ Change the **Post Dates** for the assignment.
- ✚ Click the **Submit** button.