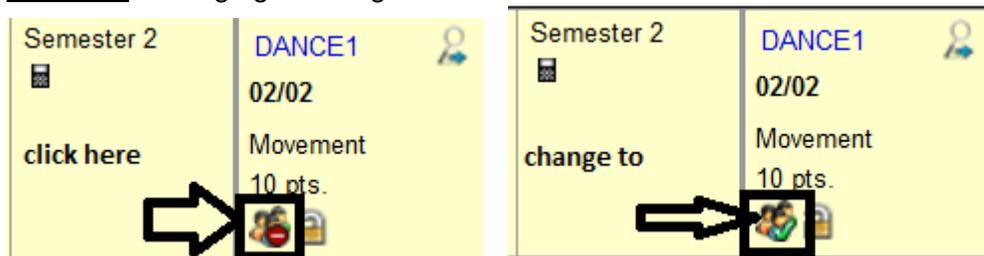


Making Assignments Public in the Portal

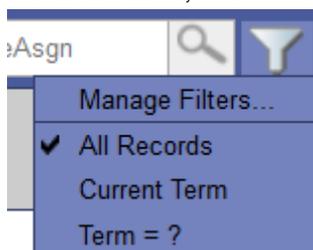
Method 1: Changing an assignment at a time:



Method 2: Change all assignments at once.

Be careful. Don't skip steps.

1. **Gradebook** top tab
2. Select the course you want to work with/on
3. Click **Assignments** side tab
4. Click the filter; select all records



5. Click **Options**, then **Mass Update**

Field	<input style="width: 90%;" type="text"/>
Value	<input style="width: 90%;" type="text"/>
<input type="button" value="Update"/> <input type="button" value="Cancel"/> <input style="float: right;" type="button" value="Advanced"/>	

Complete the dialogue box as shown:

Field	<input style="width: 90%;" type="text" value="Visibility type"/>
Value	<input style="width: 90%;" type="text" value="Public"/>
<input type="button" value="Update"/> <input type="button" value="Cancel"/> <input style="float: right;" type="button" value="Advanced"/>	

6. Click **Update**