



ClassCharts

Quick start guide

Getting started with Homework

Awarding homework in Class Charts

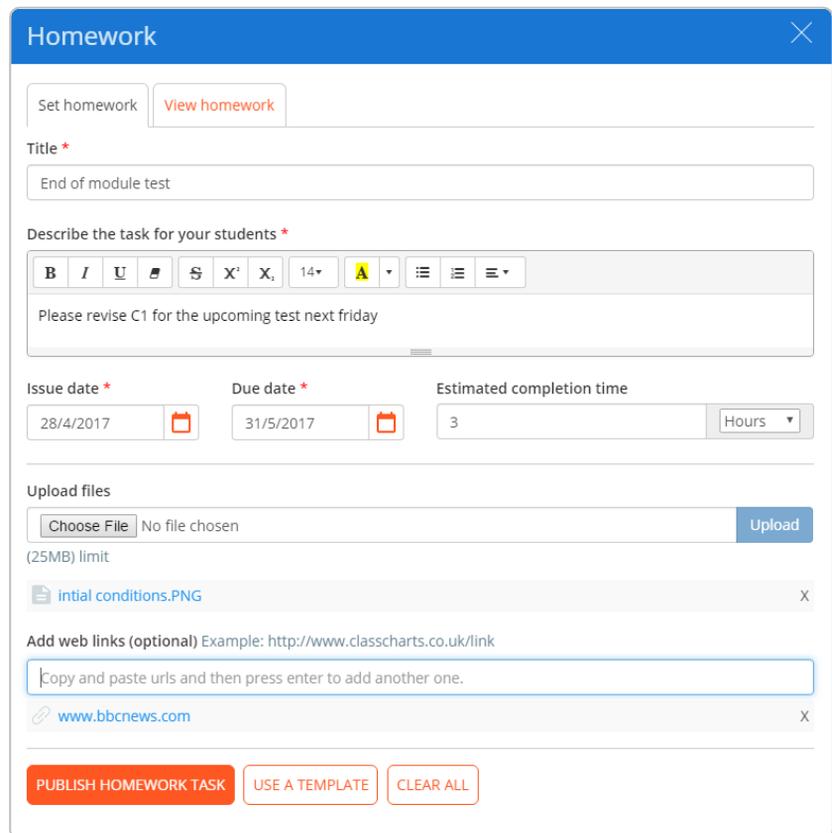
Class Charts allows you to allocate and manage your homework tasks directly within your classes. To bring up the Homework menu, click on the [Homework menu option](#) within a class.



Setting Homework tasks

This will open up the Homework slideout with the [Set homework](#) tab displayed.

The [Set Homework](#) tab allows you to [publish new homework tasks](#) by entering details into each of the required fields. The potential details are explained below:

A screenshot of the 'Homework' form. At the top, there are two tabs: 'Set homework' (active) and 'View homework'. The form fields include: 'Title *' with the text 'End of module test'; 'Describe the task for your students *' with a rich text editor containing 'Please revise C1 for the upcoming test next friday'; 'Issue date *' set to '28/4/2017'; 'Due date *' set to '31/5/2017'; 'Estimated completion time' set to '3' hours; 'Upload files' section with a 'Choose File' button and one file 'intial conditions.PNG' uploaded; 'Add web links (optional)' section with a text input and one link 'www.bbcnews.com' added. At the bottom, there are three buttons: 'PUBLISH HOMEWORK TASK' (orange), 'USE A TEMPLATE' (white), and 'CLEAR ALL' (white).

Basic Homework details: You can provide [details about the homework](#) task such as a title, a description, issue and due dates, and an estimation of how long the task should take.

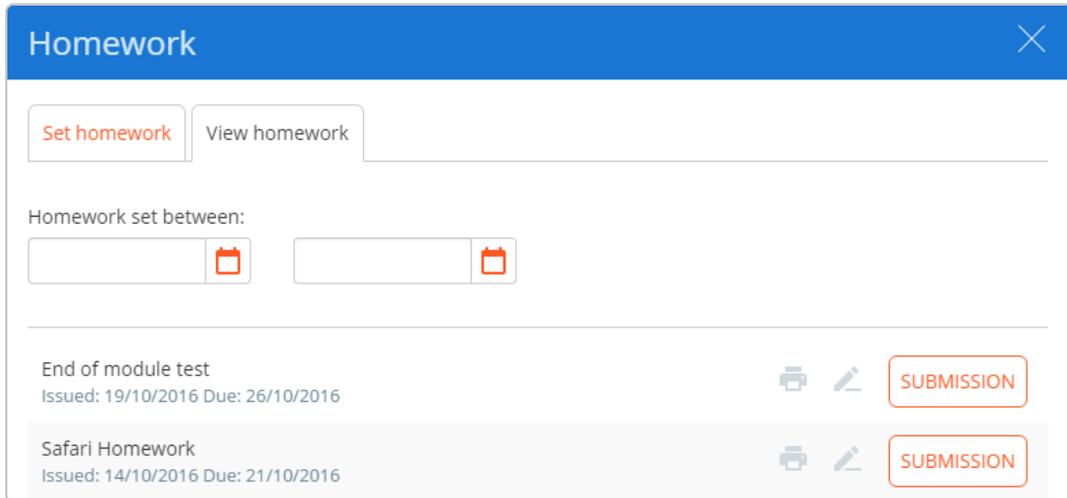
Upload Files: To attach files to your homework task, click on the [Choose File](#) button. Click the upload button once you have made your selection to attach the file to the document.

Web links: Enter a URL into the text field and [press the enter key](#) on your keyboard to add a hyperlink to your homework task.

Click [Publish homework task](#) once you have finished to issue the homework out to your pupils.

Viewing homework tasks

In the Homework menu, click the [View Homework](#) tab to display a [list of homework tasks](#) that were awarded to the class. Each task has 3 options alongside them, which are explained below.



Printer icon: Click on this icon to [generate a pdf printout](#) of the homework task.

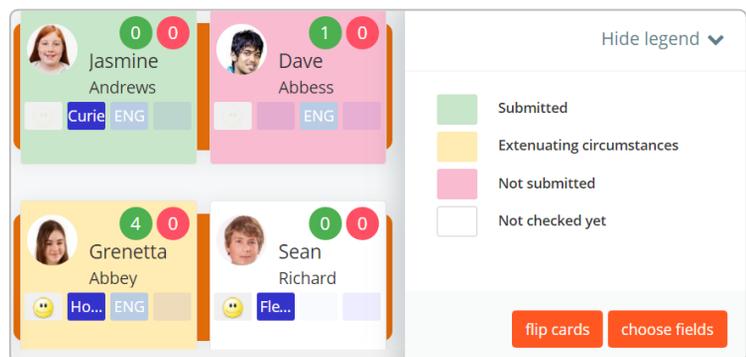
Pencil icon: Click on this icon to [edit the details](#) of the homework task.

Submission button: Click on this button to begin [marking submissions](#) for the homework.

Marking Submissions

Click on a [pupil](#) to change their submission status, or use the [set all](#) button to simultaneously mark all submissions.

Click [close register](#) to save your changes.



	30 MAR	31 MAR	07 APR
Dave Abbess	Submitted	Extenuating circumstances	Submitted
Carina Ahmad	Extenuating circumstances	Extenuating circumstances	Not submitted

Viewing Homework reports

Once a class has ended, you will see recent homework submissions in the [Homework](#) section of the class report.

Homework templates

Homework templates allow you to [reuse previously awarded homework](#) for similar homework tasks. To set up a homework template, ensure that you have either saved your homework task, or edit an existing homework from the [View Homework](#) tab.

End of module test
Issued: 19/10/2016 Due: 26/10/2016

  SUBMISSION

At the bottom of a published homework task is a button labelled [Save as template](#). Clicking on this button adds the saved homework task to the list of available homework templates.

SAVE HOMEWORK TASK **SAVE AS TEMPLATE** DELETE

Using a template

To apply your homework templates, click on the [Use a template](#) button at the bottom of the [Set Homework](#) tab. You will be presented with a list of available templates as shown below:

PUBLISH HOMEWORK TASK **USE A TEMPLATE** CLEAR ALL

Set homework View homework

Lesson

Year

Subject

Teacher

End of module test
Issued: 19/10/2016 Due: 26/10/2016

DELETE **USE**

Clicking the [use](#) button will populate the [Set Homework](#) form with the data stored in the template, allowing you to quickly produce repeating homework tasks.

Homework Calendar

To view your school's homework, click on the [Homework Calendar](#) option in the top menu.

Monday 28 Nov	Tuesday 29 Nov	Wednesday 30 Nov	Thursday 1 Dec	Friday 2 Dec	Saturday 3 Dec	Sunday 4 Dec
10B/Bs1 Business Studies Mrs A Abell	Example Mrs A Abell	10A/Gg2 Geography Mrs A Abell		10A/Gg2 Geography Mrs A Abell		
Example Mrs A Abell		12A / Re Mrs A Abell				
Example Mrs A Abell		Example Mrs A Abell				
		Example Mrs A Abell				

You will be presented with the screen above. The search bars along the top of the calendar allow you to filter the results to specific [classes](#), [subjects](#), [teachers](#) and [year groups](#). To cycle through the weeks in the calendar, click on the [previous](#) and [next](#) buttons.

Clicking on a homework tile will open up a pop up window containing [additional detail](#) about the homework.

Public Homework Calendar

If your school admin has enabled the homework calendar, you are provided with a [public URL](#) which you can use to display the calendar on your school's website.

Public homework calendar:

Enabled

Your public school calendar URL: https://www.classcharts.com/homework/calendar/Demo_School_2
[Click for an iFrame implementation example](#)

Homework Differentiation

Homework differentiation allows teachers to [manage a homework task](#) on an individual pupil basis and [set differentiated homework](#) within a class. To access homework differentiation, click on the [group icon](#) on the [View Homework](#) page.

End of module test
Issued: 28/10/2016 Due: 31/10/2016

[SUBMISSION](#)

Homework

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

MOVED CLASS - This pupil was removed from this lesson. They are being notified of current homework status.
NOT ASSIGNED - This pupil has been added to this lesson. Homework is not associated with them.

End of module test

Search

Do with selected: [+](#) [-](#) Not marked [v](#) Set [Select all](#) [Deselect all](#)

<input type="checkbox"/>	Samantha Acton	NOT ASSIGNED	+
<input type="checkbox"/>	Farah Allim	NOT ASSIGNED	+
<input type="checkbox"/>	Andrew Abbot	MOVED CLASS	Not marked v -
<input type="checkbox"/>	Joe Agathocleous	MOVED CLASS	Not marked v -
<input type="checkbox"/>	Dave Abbess	Not marked v	-
<input type="checkbox"/>	Graham Abbess	Overdue v	-
<input type="checkbox"/>	Grenetta Abbey	Ext. Circ. v	-
<input type="checkbox"/>	Jimmy Abbey	Submitted v	-

You will be presented with a list of pupils. Pupils in the [grey](#) section have either [moved class](#) or [not been assigned](#) the homework, whereas pupils in the [white](#) section [are currently assigned](#) to the homework task and [in the class](#).

Click on the [plus](#) or [minus](#) button next to a pupil's entry in the list to [assign](#) or [unassign](#) them the homework respectively.

You can also [mark homework](#) submissions on this page by selecting a [submission type](#) from the [drop down](#) menu for a specific pupil.

Further support

Please do not hesitate to get in touch if you need more support or training. support@classcharts.com

Our Products



www.provisionmap.co.uk

Our system for managing learning plans & provision maps has been carefully designed to assist SEN/ALN Co-ordinators with the management & review of provisions & interventions in their schools.



www.literacyassessment.co.uk

This system quickly assesses the literacy standards of groups of pupils & tracks progress over time.



www.schoolrobins.com

School Robins is a powerful communications tool designed for school leaders. It removes the paper trail of round robins.