SET PREREQUISITES FOR ASSIGNMENTS

In Lessons 2 and 3, you learned how to set prerequisites for an assignment on Step 3 of the assignment wizard. In this lesson, you will learn how to set the prerequisites for all assignments on one page.

1. **Open the Set Prerequisites page.**
   In the Homework/Test Manager, click Set Prerequisites in the toolbar. The Set Prerequisites page lists all assignments in your course.

   ![Set Prerequisites](image)

   There are two views available on this page. Basic Settings allows you to set a single prerequisite for an assignment. Advanced Settings allows you to set one or more prerequisites for an assignment or to choose prerequisites for different attempts at the assignment.

2. **Select a single prerequisite for an assignment.**
   In the Basic Settings view, click the **Prerequisite Item** dropdown list to the left of the assignment, and select the prerequisite assignment. Enter a minimum score, if desired. If a minimum score is not entered the student is only required to open the prerequisite assignment.
3. **Select multiple prerequisites for an assignment.**

You have the option of selecting multiple prerequisites for an assignment. For example, you could specify a prerequisite for a test of 80% or higher on two homework assignments. Click **Advanced Settings** at the top of the prerequisite list to go to that view. Check the box in the **Multiple Prereqs** column for one of your assignments.

Click the **Prerequisite Item** dropdown list to the left of the assignment and select the first prerequisite assignment. Once you select a prerequisite assignment, a second dropdown list appears below the first. Select the second prerequisite assignment from this dropdown list. Enter minimum scores, if desired, for each prerequisite assignment. Students must meet the prerequisites for both assignments before they can open up the current assignment.

4. **Select prerequisites for separate quiz or test attempts.**

You can also select different prerequisites for each quiz or test attempt. For example, you could specify a prerequisite of one homework assignment for Attempt 1 and a prerequisite of a different homework assignment for Attempt 2.

Click the **Prerequisite Item** dropdown list to the left of the quiz and select the first prerequisite assignment. Select **Attempt 1** from the **All Attempts** dropdown list to the right of the quiz name. Select the second prerequisite assignment from this dropdown list, and select **Attempt 2** from the **All Attempts** dropdown list. Enter minimum scores, if desired, for each prerequisite assignment.
5. **Select alternate prerequisites for an assignment.**

Lastly, you can specify one or more alternate prerequisites for an assignment. For example, you could specify a prerequisite for a test of 80% or higher on two homework assignments or 90% or higher on a review assignment.

After setting the first set of prerequisites, click **Add alternate prerequisites** for the assignment. In the dropdown list below the word **OR**, select the first prerequisite assignment in your set of alternate prerequisites. Enter minimum scores, if desired, for each prerequisite assignment.

![Table of prerequisites](image)

6. **Review your prerequisite settings.**

After you have selected the prerequisites for all your assignments, click **Review Due Dates & Assigned Status** at the top right of the page. The Prerequisite Details page gives you an easy way to check each prerequisite-assignment pair to make sure your prerequisites are available to students before the assignment due date. Any violations will be highlighted in red. Click **OK** to close this page.

![Prerequisite Details](image)
7. **Save your prerequisite settings.**
   Click **Update** in the Set Prerequisites page to save your settings.

### Reorder assignments

New assignments are added to the bottom of your assignment list. The order of assignments on this list is what your students will see when they view their assignments. In this lesson, you will learn how to change the order for one assignment at a time, or for multiple assignments.

**Tip:** Place assignments in the order students are to complete them.

1. **Reorder a single assignment.**
   In the Homework/Test Manager, click **Show All** if needed to list all assignments. Click the number in the **Order** column for the assignment you want to reorder. The order number becomes a dropdown list. Select a new number from the dropdown list to move the assignment to that position in the list. The assignment list is refreshed to show the new ordering.

2. **Reorder multiple assignments.**
   In the Homework/Test Manager, select **Reorder Assignments** from the **More Assignment Tools** dropdown list. The Reorder Assignments page lists all the assignment in the order they appear on the Homework/Test Manager page.
Click and drag assignments to where you would like them to appear in the list. Notice that the order changes as you drag the assignment. Click **Update** to save your changes.

You can also click a column header to sort the list by that criterion. For example, click the **End Date** header to sort the assignments chronologically by end date. Click the **End Date** header again to sort in reverse chronological order. Click **Update** to save your changes.

### Delete assignments

If an assignment is no longer needed, you can delete it from the Homework/Test Manager to keep your list uncluttered. In this lesson, you will learn how to delete an assignment.

1. **Open the Delete Assignments page.**
   In the Homework/Test Manager, select **Delete Assignments** from the **More Assignment Tools** dropdown list. You will see a list of all of your assignments in your course. For each assignment, the due date as well as the current number of results is given.

2. **Delete the assignments.**
   For this lesson, check the box to the left of the first two assignments click **Update** to delete the assignments. Click **OK** in the pop-up warning box to delete the assignments.

   **Note:** Deleted assignments and all associated results will be permanently deleted for the whole class and cannot be restored.