



## Designing a Quality Teams Assignment

### Overview

This hour will focus on Designing a Quality Teams Assignment and the why behind the importance of a well written assignment to encourage independent assignment completion. It will also look at the assignment flow and feedback cycle.

### Webinar Agenda

#### 0:00 – 0:05 **Welcome**

(5-minute duration)

- Meeting Control
- Introductions
- Learning Targets

#### 0:05-0:10 **Importance of a Well Written assignment**

(05-minute duration)

- Reflection and Discussion

#### 0:10-0:20 **Getting Started with Assignments**

(10-minute duration)

- Types of assignments
  - New
  - Quiz
  - From existing

#### 0:20-0:45 **Breaking Down a Team Assignment**

(25-minute duration)

- Title, Description and Category
- Resources
- Assignment/Due Date
- Rubrics and Points
- Setting Due Dates
- Through the Eyes of a "Student View"

#### 0:45-0:50 **Streamline the Feedback Cycle**

(5-minute duration)

#### 0:50-0:60 **Questions and Wrap-up**

(10-minute duration)

Resources

[Create an assignment in Microsoft Teams](#)