



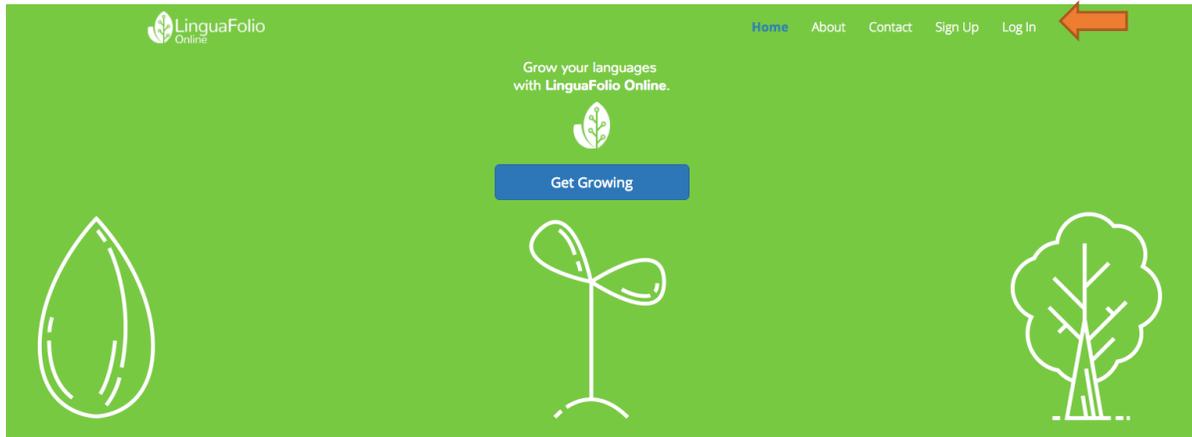
LinguaFolio
Online

LinguaFolio Assignments Overview

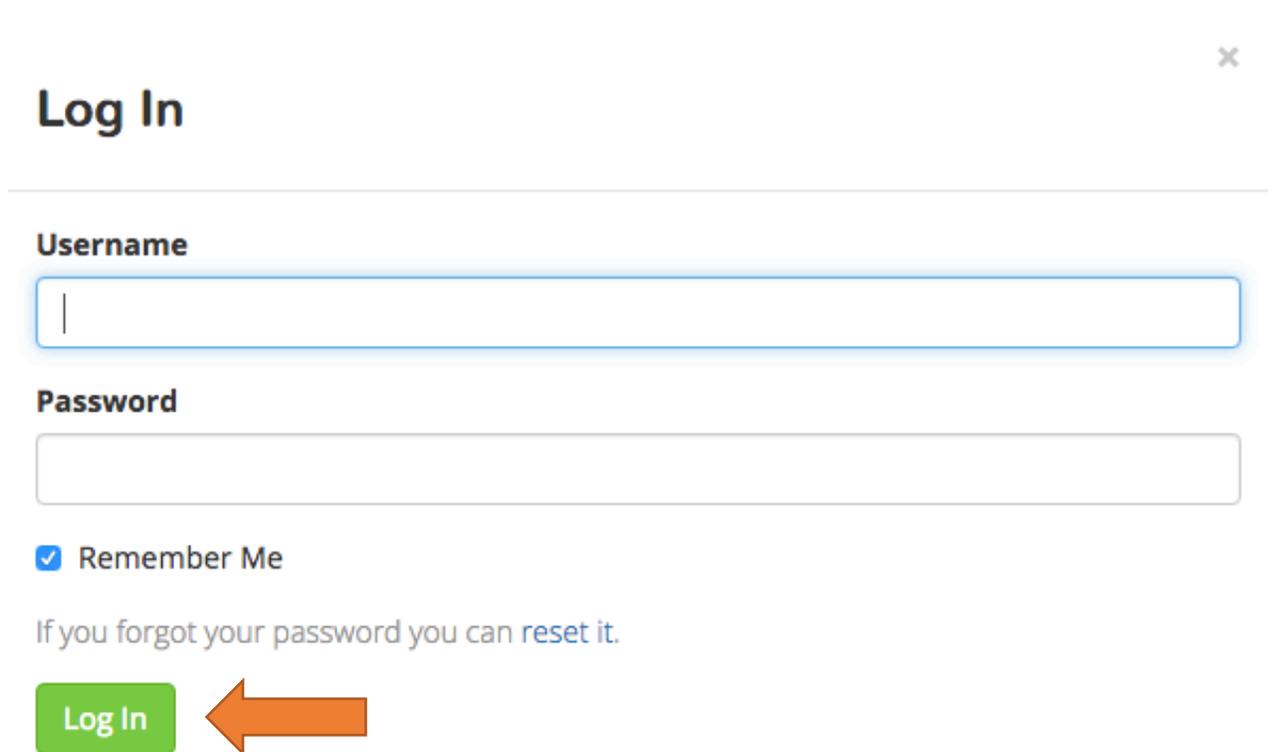
Instructor Tutorial: LinguaFolio Assignments Overview

This tutorial provides instructors with an overview of how Assignments work in Linguafolio.

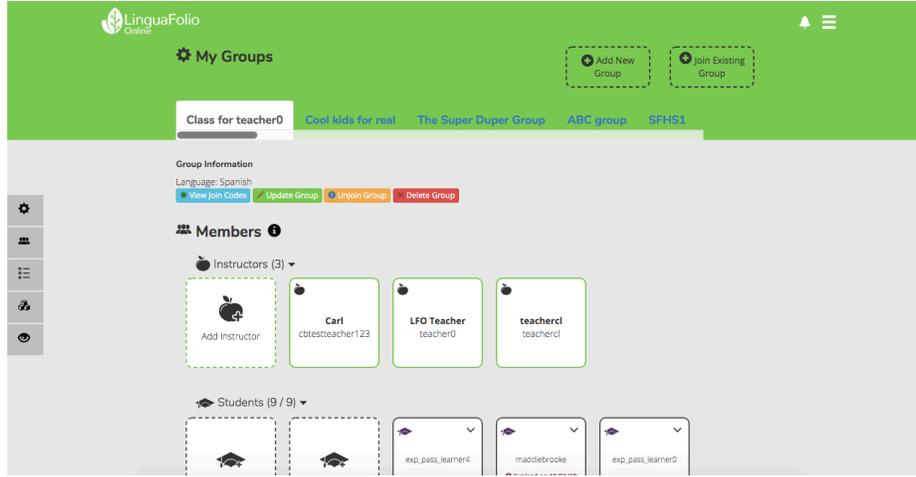
1. Go to linguafolio.uoregon.edu. Log in by clicking “Log In” near the top right corner of the screen.



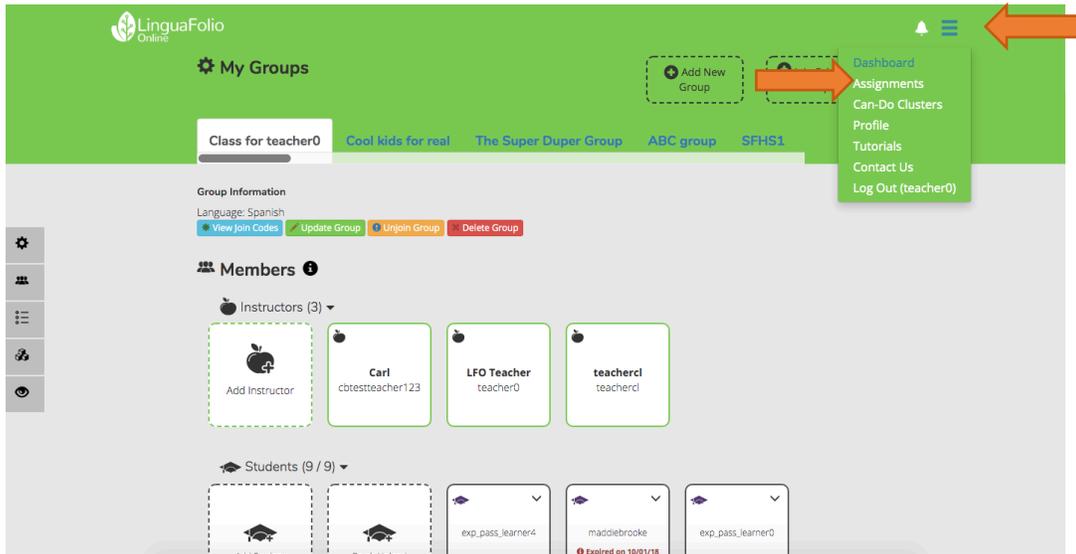
2. Next, you will see the screen below. After entering your username and password, click “Log In.”

A screenshot of the LinguaFolio Online login page. The page has a white background. At the top right is a close button (X). Below that is the heading "Log In". A horizontal line separates the heading from the form fields. There are two input fields: "Username" and "Password". Below the password field is a checked checkbox labeled "Remember Me". Below that is the text "If you forgot your password you can [reset it.](#)". At the bottom is a green "Log In" button with an orange arrow pointing to it from the right.

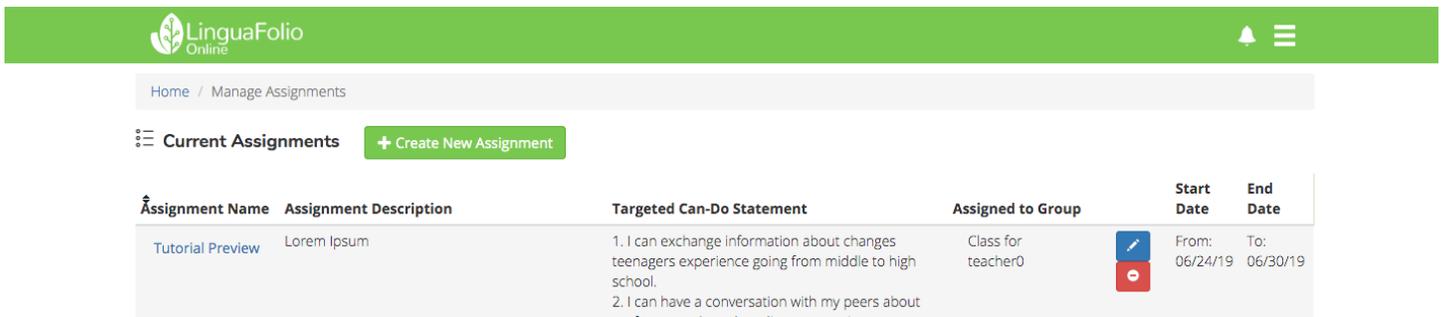
3. You will then arrive at the instructor dashboard. It will look similar to the one featured below. From the dashboard, you are able to view and add groups under “My Groups.” You may add and remove students and instructors from groups under “Members.” You will also be able to view information regarding the Can-Do Clusters assigned to your groups under “Focus Targets” and reflect on student evidence submissions under “Reflection.”



4. To access the Assignments tab, click the menu icon in the top right.



5. This will bring you to the Manage Assignment page of LinguaFolio Online.



6. Clicking on the “ + Create New Assignments” button will bring you to the following page, where you can set the name, description, and assigned dates, along with a color to pair with the assignment.

The screenshot shows a 'New Assignment' modal window. It contains the following fields and options:

- Name:** A text input field.
- Description:** A text input field.
- Start Date (optional):** A date input field.
- End Date (optional):** A date input field.
- Color:** A color picker with a 'Select color ...' label.
- Can-Do Type:** A dropdown menu currently showing 'NCSSFL-ACTFL 2.0'.
- Create:** A green button to submit the form.
- Help:** A question mark icon in a circle.

7. After creating the new assignment, you will be greeted with this screen. From here, you can select the pencil icon () to assign the task to a particular group. Or pick the link icon () to choose which Can-Do statements are related to your Assignment.

The screenshot shows the 'Current Assignments' table with the following data:

Assignment Name	Assignment Description	Targeted Can-Do Statement	Assigned to Group	Start Date	End Date
Tutorial Preview	Lorem Ipsum	1. I can exchange information about changes teenagers experience going from middle to high school. 2. I can have a conversation with my peers about performance based grading on test days.	Class for teacher0	From: 06/24/19	To: 06/30/19

8. Once you click the link icon, you will be brought to the Can-Do page where you may select which Can-Dos are related to your assignment.

Select Target Can-Do for Assignment: Tutorial Preview

Modes:

Interpersonal Communication: Speaking/Listening/Signing (2)
 Interpersonal Communication: Writing/Reading (0)
 Interpretive Communication: Spoken/Viewed/Signed (0)
 Interpretive Communication: Written (0)
 Presentational Communication: Speaking/Signing (0)
 Presentational Communication: Writing (0)
 Interculturality: Investigate (0)
 Interculturality: Interact (0)

Levels:

Novice
 Intermediate
 Advanced
 Superior
 Distinguished

Low Mid
 High

Novice Low

I can understand and answer a few simple questions on very familiar topics, using practiced or memorized words and phrases.

- 
- I can introduce myself when I meet people.
 - I can answer questions about who is in my family.
 - I can answer questions about my favorite weekend activities.

9. Congratulations! You have created an assignment for your students that they now get to explore and react to themselves!



Please note that if you are using a customized version of LinguaFolio Online, the appearance of the screens featured in this tutorial may vary slightly. Any differences in functionality will be noted.