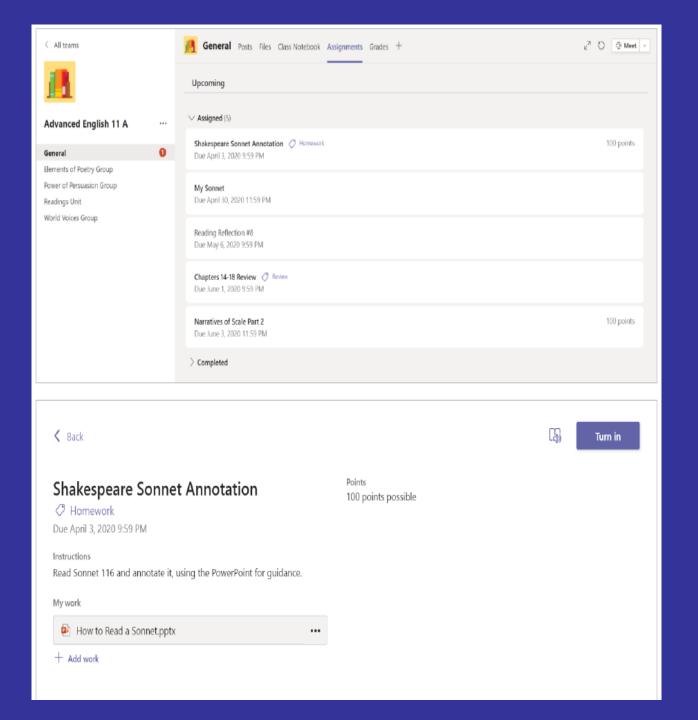
Assignments and grades

View and turn in assignments.

- 1. Head to the class team and the **General** channel. Select the **Assignments** tab
- 2. To view assignment details and turn in work, select the assignment.
- 3. Attach any required materials by clicking **Add** work
- 4. Click **Turn in**



Use Class Notebook in Teams

Need to take private notes or brainstorm with classmates? **The Class Notebook** tab lives in your class team's **General** channel. If your teacher has set up the notebook and directed the class to use it, click the tab and explore.

- 1. Select) to expand the notebook and see all your sections: a Collaboration Space for developing ideas and projects with classmates, a Content Library where your teacher can save important resources and a private notebook section that's just for your work.
- 2. Note the section at the bottom with your name that's your private notebook! Only you and your teacher can see it.

