



Teachers can assign content to students from Textbooks, Workbooks, Tests, and/or Videos.

### Important Reminders:

- In the platform, videos are also referred to as “Books”.
- When a Textbook, Workbook, or Video is added to a class, all students in that class roster will automatically receive access to that resource in their Library.
- Tests are not available in the student Library. Students may only access Tests as assignments.
- Teacher Guides are teacher-only resources and cannot be accessed by students or parents.
- Students must first be enrolled in a class before a resource can be assigned.

### Step 1: Log In

- Log in to your account at <https://hub.singaporemath.com>.
- If your account has multiple roles, select the Teacher role. *You must enter through the Teacher role to create assignments.*

### Step 2: Select Your Class

- Click the “Classes” tab.
- Select the class you want to assign a lesson to.

### Step 3: Open the Book

- On the applicable class card, locate the number next to “Books” (e.g., Books: 3).
- Click the number to open a pop-up list of Books. Select your desired Book from the list.
- You will now see the chapters summary page.

### Step 4: Open a Chapter

- Locate your desired chapter.
- Click “Open” to view the lessons.

### Step 5: Click “Assign” on the Lesson

- Locate the lesson you want to assign.
- Click the “Assign” button.

### Step 6: Set Assignment Details

- Choose who to assign to:
  - “Entire Class” (default)
  - Specific student groups (if you've created them)
  - Individual students
- Set the start date and time.
- Set the due date and time.
- Configure additional options:
  - Allow late submissions
  - Release to reports
  - Release grades to students
  - Allow students to review work
- Add any specific instructions for students in the “Student Instructions” field (optional).
- Click “Assign” to finalize your selections.



- A pop-up will appear indicating that the assignment was successful.
- The pop-up will ask if you want to assign the resource to other classes. Click “No.”
  - *To avoid accidentally duplicating assignments, follow steps 3-6 above to create each assignment.*

### Step 7: View the Assignment

- Click the “Assignments” tab see your list of assignments.
- Click “View” to review assignment details.
- Students will see the assignment when they log in.

### Best Practices

- Consider your settings for late submissions and grade visibility based on your teaching goals.
- Review your assignment settings before finalizing to ensure accuracy.

### Modifying Assignments

To change an assignment after it's been created:

1. Go to your Assignments tab.
2. Find the assignment you want to modify.
3. Click on the “Details” button. This will take you to a new page.
4. Click the top checkbox on the left to select all students.
5. Click on the “Edit” button at the top right of the screen.
6. Make your changes and save.

**Remember**, you can also choose to make these changes for specific students or groups of students by clicking on the box next to their names and then following the instructions above.

### Troubleshooting

- € If you don't see the “Assign” button, ensure that the resource has been added to a class first.
- € If students report they can't access an assignment, verify the start date and time.
- € Visit the [Singapore Math Hub help page](#) for a full list of tutorials and answers to frequently asked questions.
- € For any persistent issues, contact your school's administrator or the Singapore Math School Support team at [school@singaporemath.com](mailto:school@singaporemath.com).