



Assignment Availability Dates & Conditions

The settings in the Assignment Availability Dates and Conditions section controls when students are able to access an assignment.

Start Date & End Date

Click in the date field and use the date picker to select the timeframe an assignment will be available for students to access.

- **Start Date:** The first date students will be able to interact with the assignment folder
- **End Date:** The deadline for students to access the assignment folder. When an End Date is set, students will not be able to access the assignment after this date

Availability Dates & Conditions

Start Date

< December 2022 >

Sun	Mon	Tue	Wed	Thu	Fri	Sat
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End Date

27	28	29	30	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Release Conditions

Users are not able to access unless they meet the release

[Add Release Condition](#) ▼

Special Access

Special Access allows activit a select group of users or in certain users.

[Manage Special Access](#)

[Today](#) [Now](#) [Clear](#)



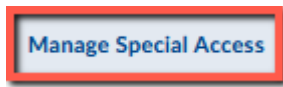
Manage Special Access

Special Access permits individualized access to an assignment in two ways:

- You can grant specific students access to the assignment outside of the regular Start and End Date
- You can grant

To add students to Special Access:

1. Select **Manage Special Access**:

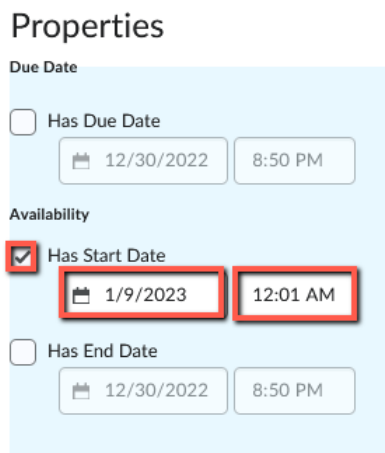


2. Select **Allow users with special access to submit outside the normal availability dates for this folder**
3. Select **Add Users to Special Access**:

- Allow users with special access to submit outside the normal availability dates for this folder
 Allow only users with special access to see this folder



4. **Under Properties**, select the box beside **Has Due Date**, **Has Start Date**, and or **Has End Date**, then use the date picker to select a new date and time:





5. Select the box beside the student(s) name you would like to grant special access to:

Users

View By:

<input type="checkbox"/>	First Name ▲, Last Name
<input checked="" type="checkbox"/>	Alton Brown Jr.
<input checked="" type="checkbox"/>	Bobby Flay
<input type="checkbox"/>	Buddy Valastro


6. Click **Save**

7. The students with special access will appear on the next page.


To edit the special access settings, select the pencil icon:

Manage Special Access

Allow users with special access to submit outside the normal availability dates for this folder
 Allow only users with special access to see this folder

Alton Brown Jr. 

Availability: Begins Jan 9, 2023 12:01 AM

Bobby Flay 

Availability: Begins Jan 9, 2023 12:01 AM

8. Click **Save and Close**