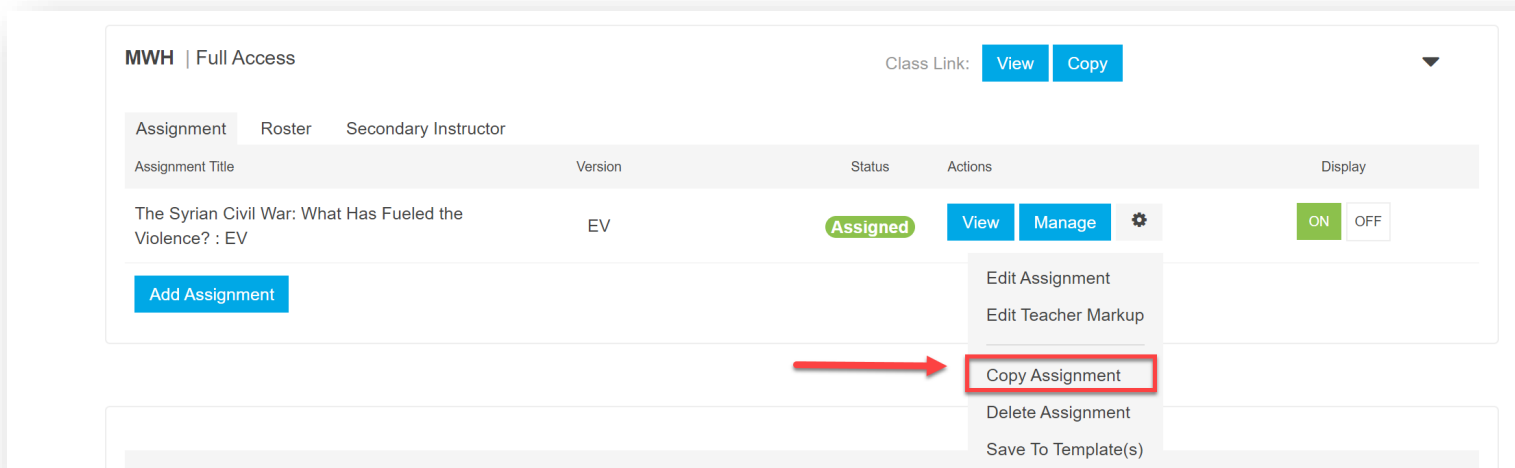


How to Transfer a HCPSS marked up DBQ into your class(es)

1. Login to DBQ Online through Canvas (Click on this screencast)
2. Click sprocket next to the master assignment you would like to copy to your class and then click "Copy Assignment."



3. Check the box next to class where you would like to copy the assignment to.

Copy Assignment

Select the classes you want to copy the assignment to. **Note:** each copy will be labeled as draft.

Copy: **The Syrian Civil War: What Has Fueled the Violence? : EV**

Select Classes:

- ☐ MWH
- ☒ U.S. History Period 1
- ☐ World History

Submit **Cancel**

Check the box next to class where you would like to copy the assignment to

4. The assignment will come in as a draft.

U.S. History Period 1 [Settings](#)

Class Link: [View](#) [Copy](#)

Assignment Roster Secondary Instructor

Assignment Title	Version	Status	Actions	Display
The Syrian Civil War: What Has Fueled the Violence? : EV Copy	EV	Draft	View Manage	ON OFF

[Add Assignment](#)

5. Click Edit Assignment

U.S. History Period 1 [Settings](#)

Class Link: [View](#) [Copy](#)

Assignment Roster Secondary Instructor

Assignment Title	Version	Status	Actions	Display
The Syrian Civil War: What Has Fueled the Violence? : EV Copy	EV	Draft	View Manage	ON OFF

[Add Assignment](#)

[Edit Assignment](#)

[Edit Teacher Markup](#)

[Copy Assignment](#)

[Delete Assignment](#)

[Save To Template\(s\)](#)

World History [Settings](#)

Class Link: [View](#) [Copy](#)

6. Scroll down and click "Save and Assign." Your assignment can now be seen by your students.

SPECIFY STUDENTS WHO RECEIVE THE ASSIGNMENT

Select subset of students to receive this assignment? [Yes](#) [No](#)

ASSIGNMENT TITLE

Title:

[Save](#) [Save & Assign](#) [Cancel](#)

7. Click here to see a screencast of these instructions.