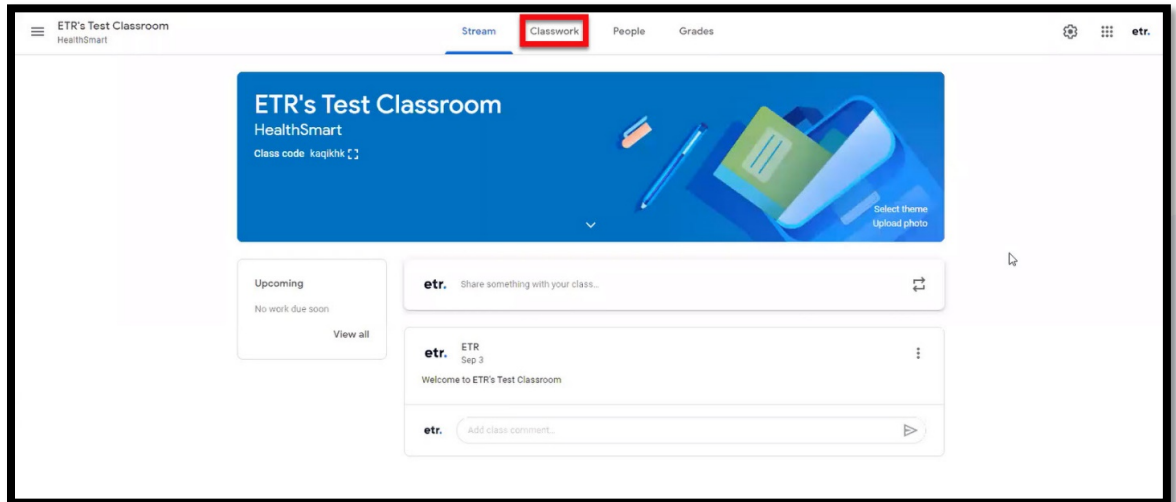
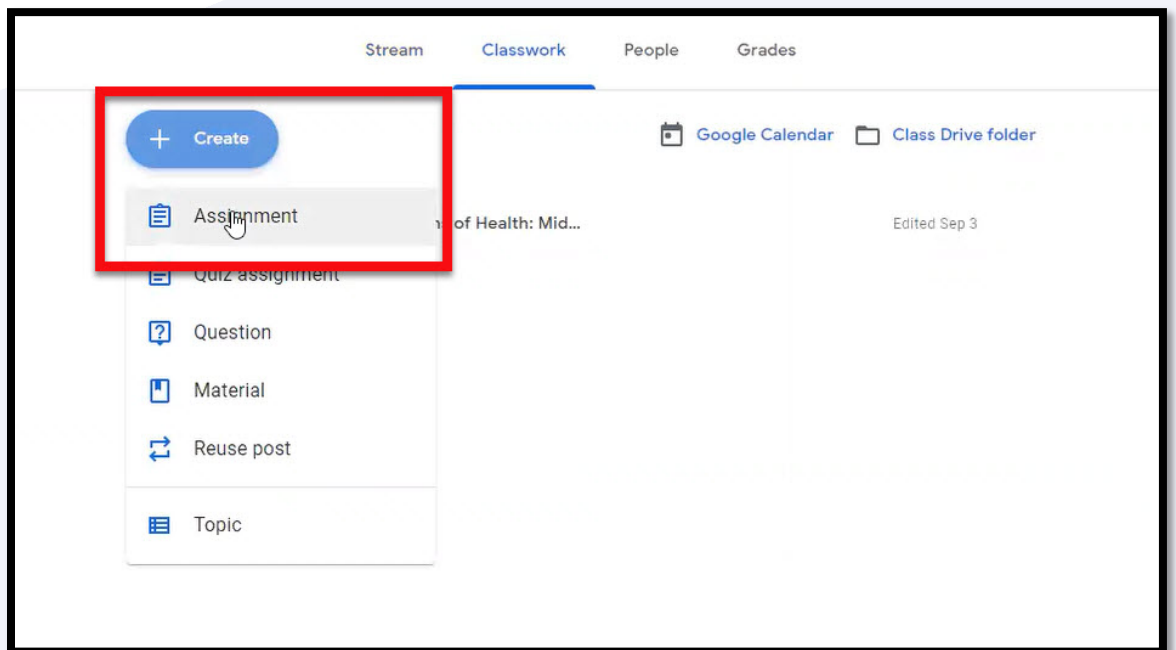


How to Create an Assignment with a Fillable PDF in Google Classroom (for Teachers)

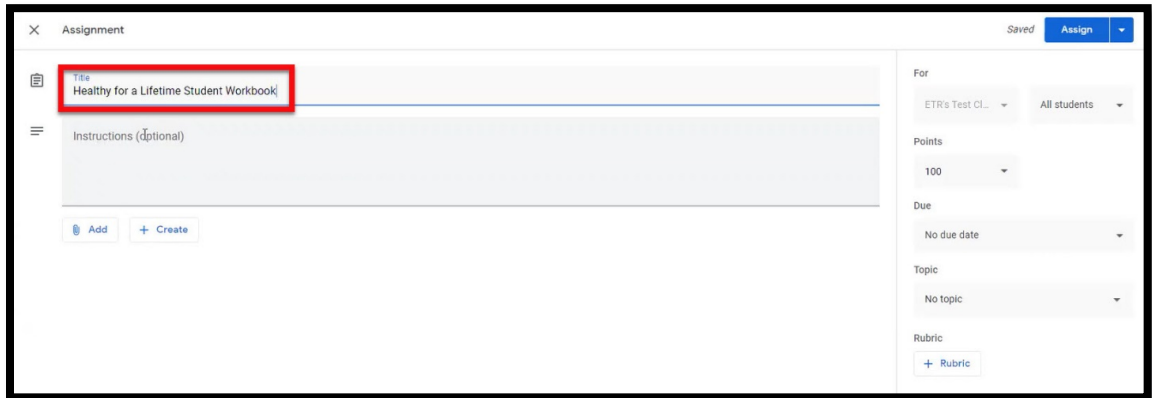
1. Open up your Google Classroom.
2. Click the **Classwork** tab.



3. Click the **Create** button and select "Assignment" from the drop-down menu.



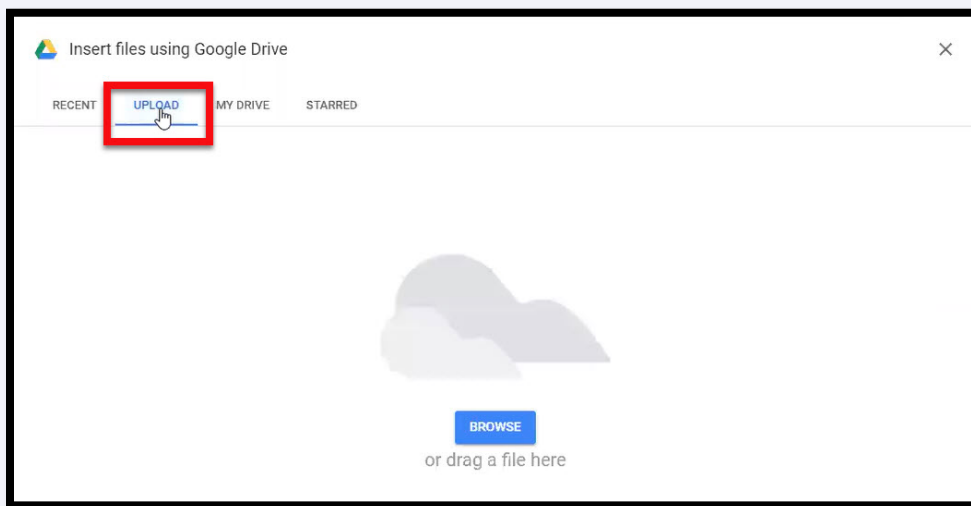
4. Give your assignment a name by typing it into the “Title” field. *You can add instructions by entering them into the “Instructions (optional)” field.*



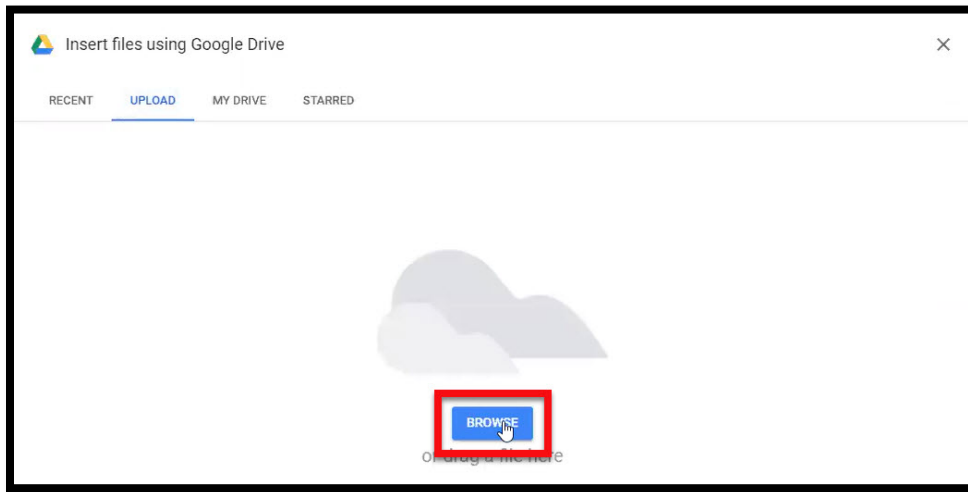
5. Click the **Add** button and select “File” from the drop-down menu.



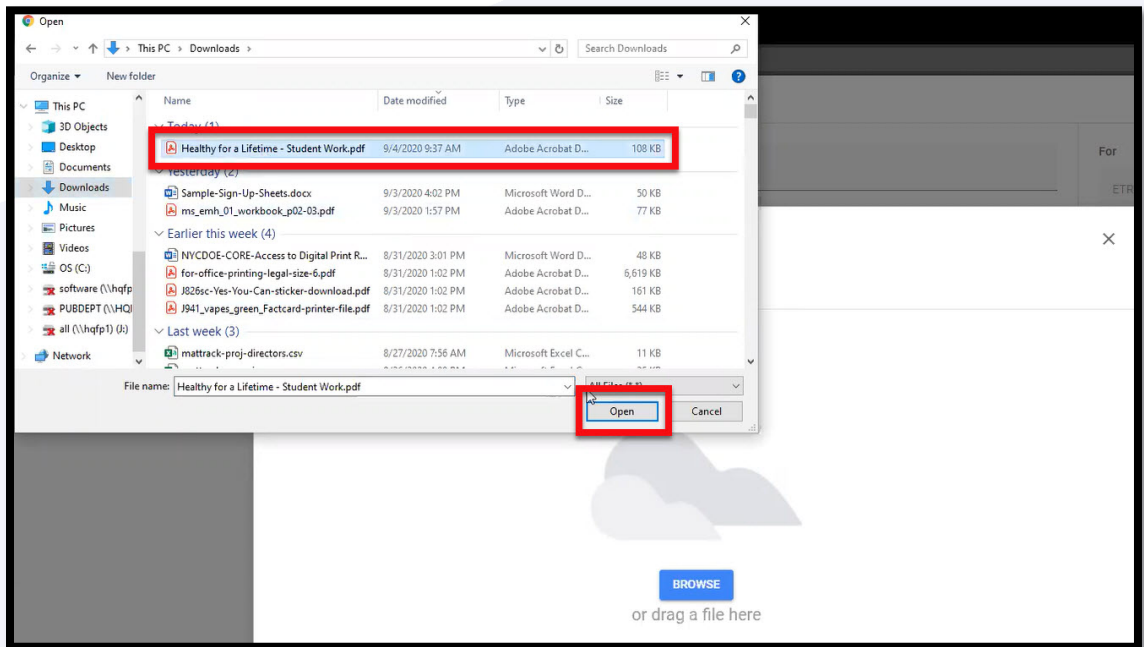
6. Click the **Upload** tab.



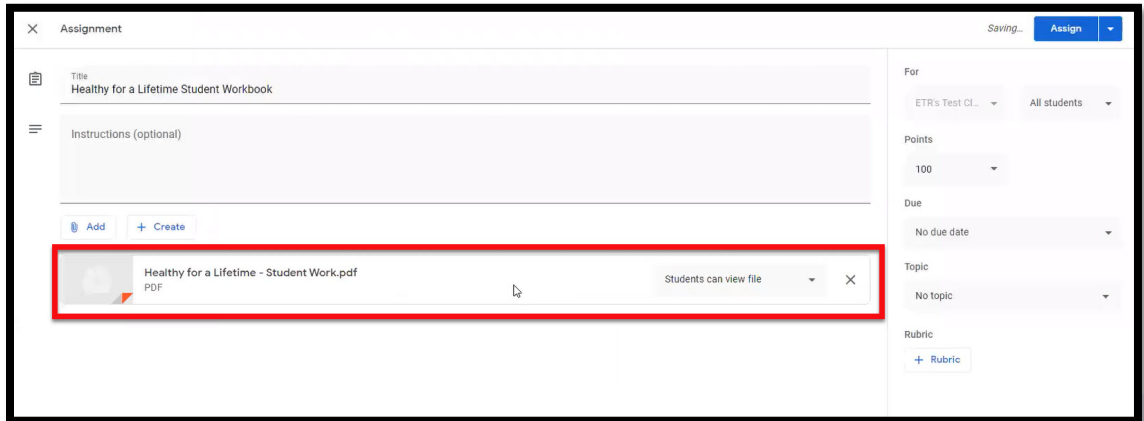
7. Click the **Browse** button to upload the fillable Student Workbook PDF that you downloaded to your computer from the HealthSmart lessons on the ETR website.



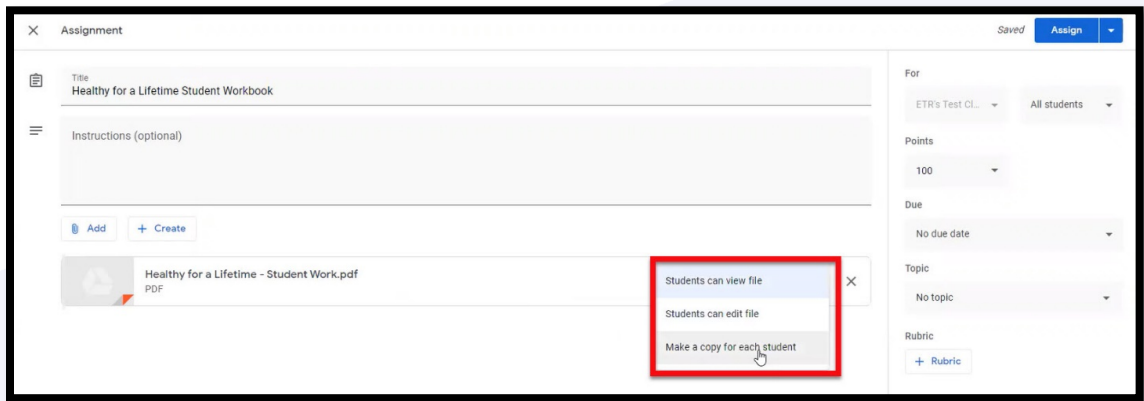
8. Navigate to the file, select it, and click **Open**.



9. You will see the file now added to the assignment.



10. Click the **Permissions** drop-down menu for the file, select “Make a copy for each student”. *Note: This will append the student’s name to beginning of the PDF filename when the students download it.*



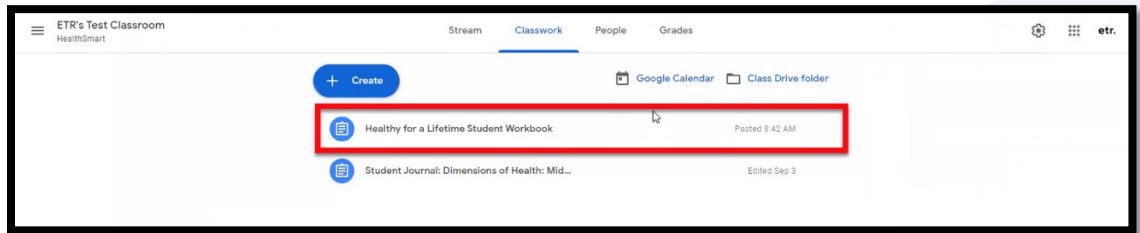
11. Adjust the details for “Points”, “Due”, “Topic”, etc as needed.



12. Click the **Assign** button.



13. Now you should see your Student Workbook listed as a resource in the **Classwork** tab.



14. Click on the workbook to expand the view for more details.

