

LIVETEXT DISPOSITION ASSIGNMENT

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The Disposition assignment is not like any of the other assignments in LiveText. Think of this assignment as a survey.

First, students need to open the assignment in the course and choose "Use this Template." This will create a template of the assignment in their "My Work" tab in their Documents. If they click the "Use this Template" link more than once they will create a template more than once.

Second, the students obtain the survey by clicking the "FORMS" tab at the top of the screen. They will have two forms (surveys) that they will need to take and fill out. They will just click answers into the circles at the left of each question. When they complete the form and have answered all the questions, students must click the "save" and "submit form" buttons at the very bottom of the form.

The **Third** step is to make sure the Form's answers are loaded into the document they created from when they clicked "Use this Template." At the bottom of the document they created, there is a section where the answers to the forms questions will appear because the forms surveys are linked to that specific document. So, students are not typing anything really because answers they have chosen in the form are linked to the document. If no answer is appearing in the document section then students must click "Edit" for that section and choose the respective Form from a drop down menu. This will link the Form to the document. This section is called "Form Viewer."

The **Fourth** step is to "Submit" the assignment like they would normally submit a document. This is also the same as page 4 of the handout that I give students.

If students cannot open both forms in their Form tab then they should send me an email that mentions this and I will resubmit both forms to their account so that they may have access to them.

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