

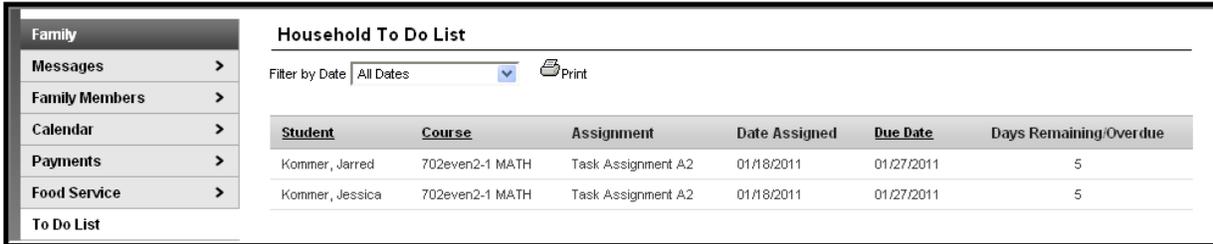
Family To Do List (Portal)

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Overview

PATH: Portal > Family > To Do List

The **To Do List** tab provides a summary of assignments that are due and/or late for all students in the family or for a student (To Do Lists will appear in the Family toolset and in the Student toolset). The summary includes the Student to whom the assignment was given, the Course and Assignment, the Date Assigned, Due Date and the Days Remaining or Overdue.



Student	Course	Assignment	Date Assigned	Due Date	Days Remaining/Over due
Kommer, Jarred	702even2-1 MATH	Task Assignment A.2	01/18/2011	01/27/2011	5
Kommer, Jessica	702even2-1 MATH	Task Assignment A.2	01/18/2011	01/27/2011	5

Image 1: Family To Do List

To Do List Logic

- Assignments with a score do not display in the To Do List.
- Assignments that have been turned in do not display in the To Do List.
- Assignments marked as missing will display in the To Do List.

If there is only one student in the family, the To Do List and the Calendar are not displayed in the Family section. If the student is logged in, the To Do list and Calendar do not display in the Family section.

Family To Do List

The To Do List can be filtered to show All Dates or only assignments for a specific month. Clicking the **Print** icon will generate the list in PDF format to be printed.