

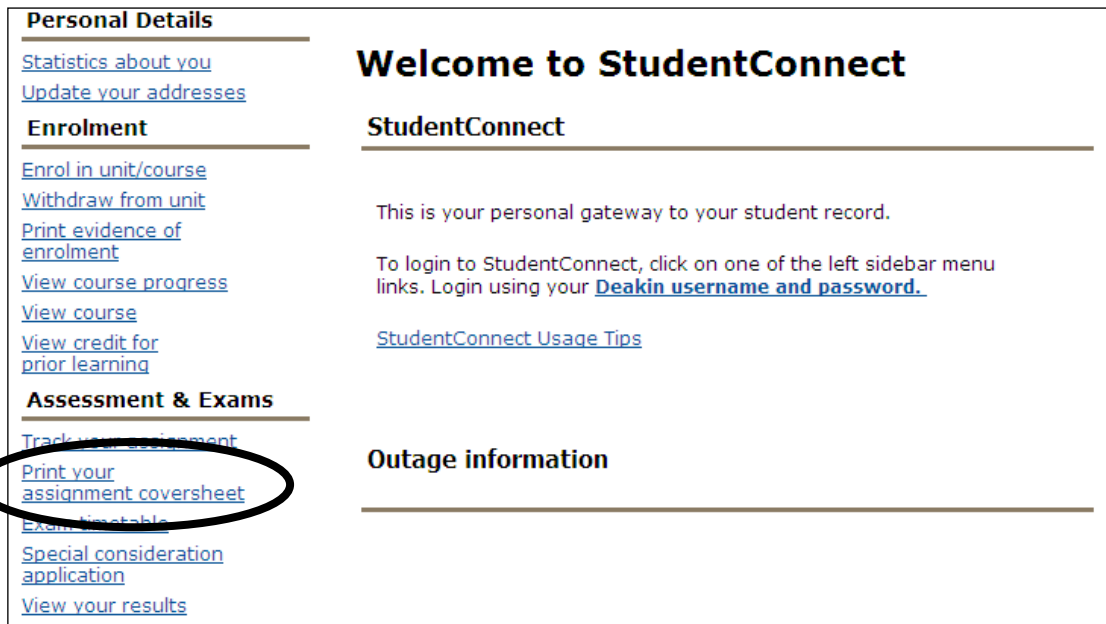
# Instructions for re-printing assignment coversheets

## Step 1:

Open an internet window and log on to StudentConnect.  
([www.deakin.edu.au/studentconnect](http://www.deakin.edu.au/studentconnect))

## Step 2:

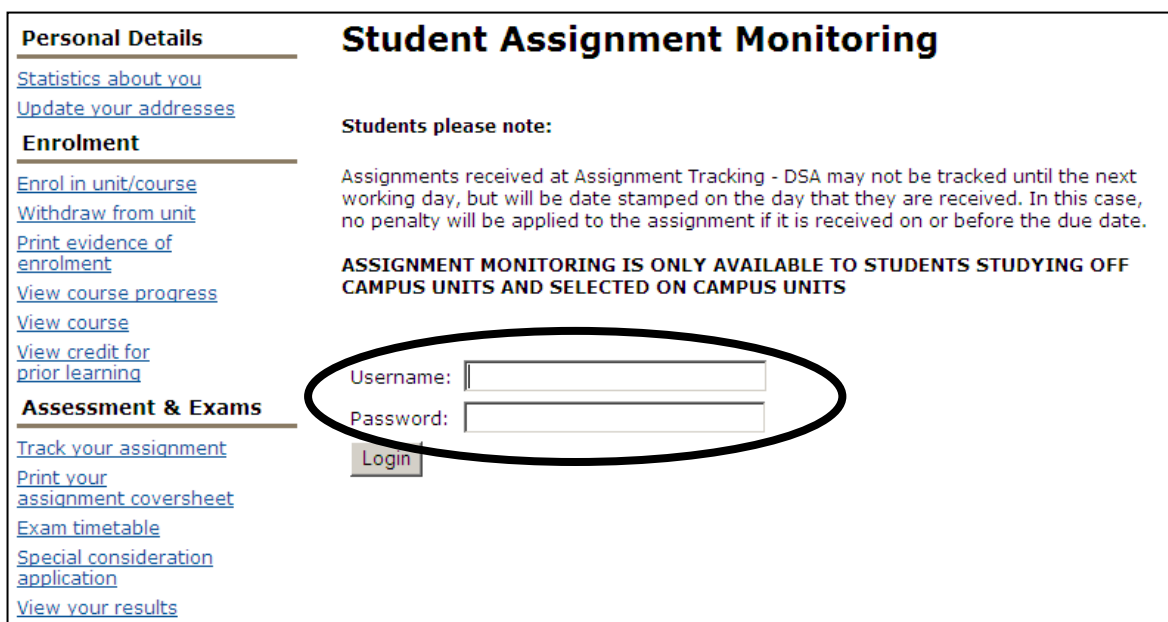
From the menu down the left hand side of the page, select **"Print your assignment coversheet"** (see example below)



The screenshot shows the StudentConnect interface. On the left is a navigation menu with sections: Personal Details, Enrolment, and Assessment & Exams. The 'Print your assignment coversheet' link is circled in red. The main content area is titled 'Welcome to StudentConnect' and includes a 'StudentConnect' section with a welcome message and login instructions, and an 'Outage information' section.

## Step 3:

Log in by entering you're ITS Username and Password into the space provided.



The screenshot shows the 'Student Assignment Monitoring' page. The left navigation menu is identical to the previous screenshot, with 'Print your assignment coversheet' circled in red. The main content area is titled 'Student Assignment Monitoring' and includes a 'Students please note:' section with a warning about assignment tracking. Below this is a login form with fields for 'Username:' and 'Password:', and a 'Login' button. The login fields and button are circled in red.

#### Step 4:

Select the appropriate Unit from your enrolled Unit list. Click on the Unit Code to access the next screen.

### Student Assignment Monitoring

**Personal Details**  
[Statistics about you](#)  
[Update your addresses](#)

**Enrolment**  
[Enrol in unit/course](#)  
[Withdraw from unit](#)  
[Print evidence of enrolment](#)  
[View course progress](#)  
[View course](#)  
[View credit for prior learning](#)

**Assessment & Exams**  
[Track your assignment](#)  
[Print your assignment coversheet](#)  
[Exam timetable](#)  
[Special consideration application](#)  
[View your results](#)

**Students please note:**  
Assignments received at Assignment Tracking - DSA may not be tracked until the next working day, but is received on or before the due date.  
**ASSIGNMENT MONITORING IS ONLY AVAILABLE TO STUDENTS STUDYING OFF CAMPUS UNITS A**  
Student ID: [REDACTED]

Course: D347 - BACH OF TEACHING(SEC)/BACHELOR OF ARTS  
Status: [ENROLLED](#)

Period	Unit	Unit Name	Status
<a href="#">2010/T2</a>	<a href="#">ACP280</a>	PERFORMANCE, TEXT, REALISATION	<a href="#">ENROLLED</a>
<a href="#">2010/T2</a>	<a href="#">AIH266</a>	MODERN SOUTHEAST ASIA	<a href="#">ENROLLED</a>
<a href="#">2010/T2</a>	<a href="#">ECA432</a>	ARTS EDUCATION DISCIPLINE STUDY 2	<a href="#">ENROLLED</a>
<a href="#">2010/T2</a>	<a href="#">EEE202</a>	CURRICULUM ASSESSMENT & REPORTING	<a href="#">ENROLLED</a>
<a href="#">2010/T2</a>	<a href="#">EEY202</a>	SECONDARY SCHOOL EXPERIENCE 2B	<a href="#">ENROLLED</a>

#### Step 5:

Scroll down and find the appropriate assignment number that you are looking for and click on the "**Coversheet**" link to access the coversheet for downloading.

### Student Assignment Monitoring

**Personal Details**  
[Statistics about you](#)  
[Update your addresses](#)

**Enrolment**  
[Enrol in unit/course](#)  
[Withdraw from unit](#)  
[Print evidence of enrolment](#)  
[View course progress](#)  
[View course](#)  
[View credit for prior learning](#)

**Assessment & Exams**  
[Track your assignment](#)  
[Print your assignment coversheet](#)  
[Exam timetable](#)  
[Special consideration application](#)  
[View your results](#)

**Timetable**  
[STAR - class timetable](#)

**Fees and Payment**  
[Generate your invoice](#)  
[Make a payment](#)  
[View credit balance](#)  
[View archived invoices](#)  
[Commonwealth Assistance Form \(eCAF\)](#)

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**ASSIGNMENT MONITORING IS ONLY AVAILABLE TO STUDENTS STUDYING OFF CAMPUS UNITS A**  
Student ID: [REDACTED]

Course: D347 - BACH OF TEACHING(SEC)/BACHELOR OF ARTS  
Status: [ENROLLED](#)  
Unit: [ECA432](#) - ARTS EDUCATION DISCIPLINE STUDY 2  
Status: [ENROLLED](#)  
Period: [2010/T2](#)

Assessment Item: [ASSGN\\_CNTR 1Drama](#) [Cover Sheet](#)  
Due Date: 06/08/2010  
ASSIGNMENT RECEIVED FROM STUDENT 09/08/2010  
ASSIGNMENT SENT TO ASSESSOR 09/08/2010  
ASSIGNMENT RECEIVED FROM ASSESSOR Incomplete  
ASSIGNMENT RETURNED TO STUDENT Incomplete

Assessment Item: [ASSGN\\_CNTR 1MUSIC](#)  
Due Date: 30/08/2010

Assessment Item: [ASSGN\\_CNTR 1VIS.ART](#) [Cover Sheet](#)  
Due Date: 06/08/2010  
ASSIGNMENT RECEIVED FROM STUDENT Incomplete  
ASSIGNMENT SENT TO ASSESSOR Incomplete  
ASSIGNMENT RECEIVED FROM ASSESSOR Incomplete  
ASSIGNMENT RETURNED TO STUDENT Incomplete

#### Step 6:

Print off the appropriate coversheet and attach it to the front of your assignment before submitting. If submitting via email (*only available to students living overseas or in remote areas of Australia*), please either attach the coversheet to the front of your assignment when saving your document or submit it via a separate attachment on your email.