



Creating Templates:

1. Create a template using a Google Doc.
2. Add it to your assignment.
3. Choose Make a Copy for each student.

The screenshot displays a Google Docs interface. At the top, there is a title field containing the word "test". Below the title field is a large, empty text area labeled "Instructions (optional)". Underneath the instructions area are two buttons: "Add" (with a paperclip icon) and "+ Create". A notification banner is present at the bottom of the interface, titled "Logging into Google Google Docs". A context menu is open over the notification banner, showing three options: "Students can view file", "Students can edit file", and "Make a copy for each student". A yellow arrow points to the "Make a copy for each student" option.