

# Create an Activity

## Create a Class or Group Activity

When creating an Activity for a Class or Group, use the Studywiz Quick Create feature. Quick Create provides a fast way to create Activities directly from the Studywiz toolbar.

If you need instructions specific to an Activity type, follow the appropriate Quick Start sheet or the instructions in your user guide or help system.



- 1 Roll the pointer over the **Create** button.
- 2 Click the button for the type of Activity you want to create. Depending on the type of Activity you are creating, the new Activity may appear in a floating panel or in the main Studywiz window.

For instructions specific to the kind of Activity you are creating, refer to the Activity Quick Start sheet.

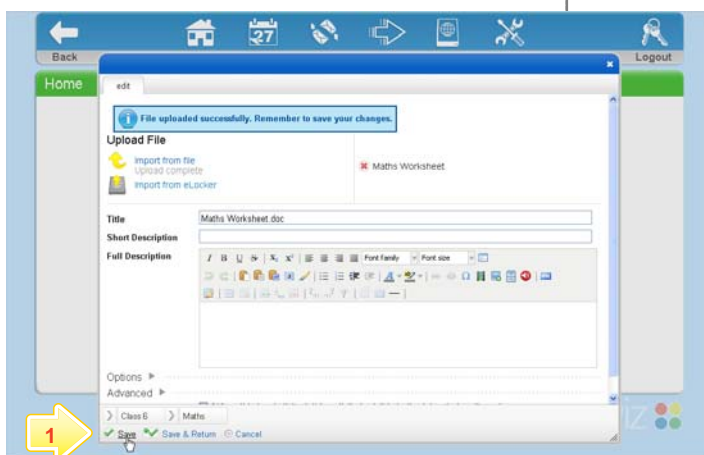
### Change the Activity's Location (optional)

- 1 Roll the mouse pointer over an arrow in the crumbtrail at the bottom of the panel and click a different Class/Group or folder.



### Save the Activity

- 1 Click **Save**. The Activity is saved in the location shown by the crumbtrail.



## Tips and Hints

- 1 Use Quick Create from any location in Studywiz to create new Activities as you think of them.
- 2 Remember that even if you have navigated into a Class or Group, you can use Quick Create to create new Activities in other locations.

If you have any ideas for this tool, you're invited to share it with other teachers at the Studywiz Global Community - <http://studywizgc.org/>