

My Assignments

Viewing My Assignments

1. Log in to the Permanent Substitute site. (<https://subs.princetonisd.net>)
2. Navigate to My Assignments (if available) in the sidebar.

Overview

The my assignments page allows Permanent Substitutes to view their current and upcoming assignments to a campus as a substitute.

Unavailability

In addition, permanent substitutes are able to set dates as being unavailable, as well as see their past, present, and future unavailability.

Canceling Unavailability

Unavailable dates are able to be canceled as long as they are in the future using the small trash can icon to the right of the Unavailable date.

The screenshot displays a dark-themed user interface. At the top left, the 'My Assignments' section features a yellow 'History' button and a message box stating, 'You have no current assignments. Please report to Technology.' To the right, the 'Set Unavailable' section contains two date input fields, both set to '02/11/2025', each with a calendar icon. Below these fields are 'Cancel' and 'Submit' buttons. The bottom section, 'My Unavailability', includes another yellow 'History' button and a single date entry '02/19/2025' with a trash can icon to its right.

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