

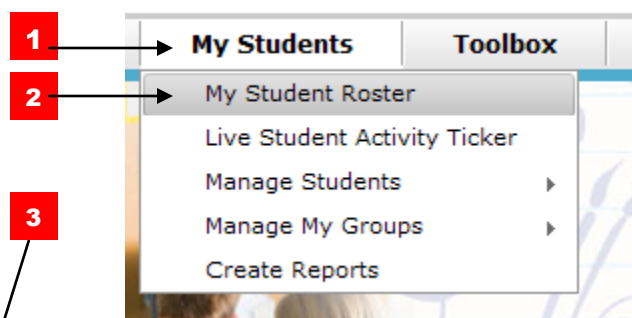
## QUICK START GUIDE

### What does this do?

- ✦ Enables teacher to view their student roster and student activity.
- ✦ Teachers can view the last logged in date, Profile Status, and the number of Lessons, Projects and Assignments for each student.
- ✦ Teachers can view additional information with a few easy clicks.

### View your Student Roster

1. Run your cursor over **My Students**.
2. Click **My Student Roster**.
3. You will see a list of students with whom you are currently affiliated.



**TEACHER TIP #1:**  
By default the roster sorts by last name. To sort by a different column, click the column header.

**TEACHER TIP #2:**  
To edit your student roster go to **My Students > Manage Students > Update Student Roster**

Navigate to: Student Summary Show: All Students

### My Student Roster

To view a student's records, click a name below or choose a Display option above. [Print All Profiles](#)

You are affiliated with 10 students.

Name	Grade	School	Last Logged In	Profile Status	Active Lessons	Projects	Assignments
Good, Justine	6	American Enrichment School	6/29/2010	View	6	4	32
Graw, Marty	8	American Enrichment School	6/24/2010	View	5	31	21

### View more detailed information

4. For **additional information on a student** click the students name.
5. For a **student's login history** and IP address information, click the last logged in date.
6. To view the **lessons, projects, or assignments** a student is working on, click the number.
7. To print profiles for all (or a select few) of your students, click **Print All Profiles**.

Navigate to: Student Summary Show: All Students

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## My Student Roster cont.

### Display options

1. To view a different display of information, click one of the options from the **Navigate to** drop down menu.
2. To display information for a specific grade or school, for a group you have created or for a specific student, click one of the options from the **Show** drop down menu.
3. Click **Next Student** to view another student's information.
4. To jump to a specific student, **click the student's name** from the drop down menu.

**Navigate to:** Student Summary (selected), Student Summary, Registration Info, Profiles, Questionnaire, Log In History, Activity Log, Enrichment Activities, Open Ended Questions, Projects & Assignments, Lessons, Self Assessments, Sites Visited, Notes, Uploads, Calendar, PSP, Journal

**Show:** All Students (selected), All Students, Grade & School, Groups, Student Name

below or choose a Display option above.

Name	School	Last Logged In
Zuko, Danny	erican Enrichment School	5/18/2010
Washington, George	erican Enrichment School	4/6/2010
Walker, Patricia	erican Enrichment School	6/28/2010
Teak, Ann	erican Enrichment School	6/25/2010
Rizzo, Betty	erican Enrichment School	7/20/2009

You are viewing student 1 out of 10.

**Navigate to:** Registration Info (selected), **Show:** All Students (selected)

Good, Justine

[Next Student >](#)

**Registration Information**

Profiler Type: Standard (selected)  
 Grade: 6  
 Gender: F  
 Username: justinebgood

**Projects & Assignments**

Projects: 4

Below are the 4 most recent projects:

Projects	Assignments
Animal Adaptation	Fitzpatrick, Matthew
Animal Adaptation	Fitzpatrick, Matthew

Good, Justine (selected)  
 Good, Justine  
 Graw, Marty  
 Magnificant, Mary  
 Portman, Natalie  
 Que, Frenchy  
 Rizzo, Betty  
 Teak, Ann  
 Walker, Patricia  
 Washington, George  
 Zuko, Danny