

MANAGE YOUR CLASS – MATHSEEDS GUIDE – Teacher Account

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To manage all features relating to student accounts at your school, ensure you have clicked on the 'Manage Class' option from the left hand menu panel.

Mathseeds Real learning, real math, really fun!

Reading Eggs & Reading Eggspress Mathseeds

Welcome to Mathseeds

i Your school is on a FREE Mathseeds trial until 30th June, 2015.
You can add 31 students to your class.
To purchase a Mathseeds subscription for your school simply [download](#) our schools order form or contact an Educational Consultant on 1-877-661-4898 or contact@mathseeds.com.

Start Mathseeds
Ages 3 to 7

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MANAGE YOUR CLASS – MATHSEEDS GUIDE – Teacher Account

ADD STUDENTS TO YOUR CLASS

STEP ONE

Click on 'Manage Class'. Under the heading 'Add students to your class', enter the student's first name, last name and grade level and click 'Go'.

Mathseeds Real learning, real math, really fun!

Reading Eggs & Reading Eggspress Mathseeds

Manage class

| <input type="checkbox"/> | First Name | Last Name | Username | Grade | |
|-------------------------------------|------------|-----------|----------|-------|----------------------|
| <input type="checkbox"/> | Tijana | Jovanovic | tijana20 | K | Edit |
| <input type="checkbox"/> | Alice | Best | alice881 | 1 | |
| <input checked="" type="checkbox"/> | Bambi | Bambi | bambi8 | 2 | |

Add students to your class

Create new student

First Name Last Name Grade

[Move students into your class](#)

[Copy students from your Reading Eggs class](#)

Print

[Login details](#)

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ADD STUDENTS TO YOUR CLASS – continued

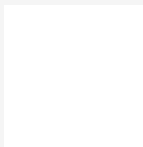
| <input type="checkbox"/> | First Name ▾ | Last Name ▾ | Username ▾ | Grade |
|--------------------------|----------------|-------------|------------|-------|
| <input type="checkbox"/> | Peter | Pretend | peter925 | 1 |
| <input type="checkbox"/> | <u>Peter A</u> | Pretend | petera1 | 1 |

TIP!

If a student with the same name already exists at your school, be sure to enter a slightly different name, perhaps with their middle initial or a number, so that you can differentiate between the students.


E.g. enter Peter A Pretend or Peter Pretend2

Add students to your class

Create new student 

[Move students into your class](#)

[Copy students from your Reading Eggs class](#)



TIP!

You also have the option to copy students and their details from your current Reading Eggs class. Simply click 'Copy students from your Reading Eggs class' and select the students you wish to copy.

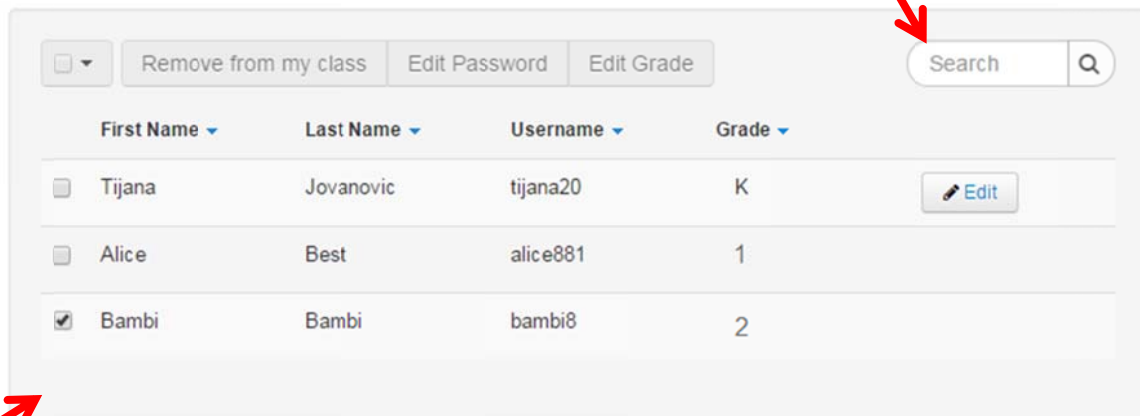
MANAGE YOUR CLASS – MATHSEEDS GUIDE – Teacher Account

REMOVE STUDENTS FROM YOUR CLASS

STEP ONE

Find the student by typing their name in the search box or select them from the list if you can see them.

Manage class



The screenshot shows the 'Manage class' interface. At the top, there are three buttons: 'Remove from my class', 'Edit Password', and 'Edit Grade'. To the right is a search box with the text 'Search' and a magnifying glass icon. Below these is a table with columns for 'First Name', 'Last Name', 'Username', and 'Grade'. The table contains three rows of student data. The first row is for Tijana Jovanovic (username: tijana20, grade: K) with an 'Edit' button. The second row is for Alice Best (username: alice881, grade: 1). The third row is for Bambi Bambi (username: bambi8, grade: 2) with a checked checkbox. A red arrow points to the search box.

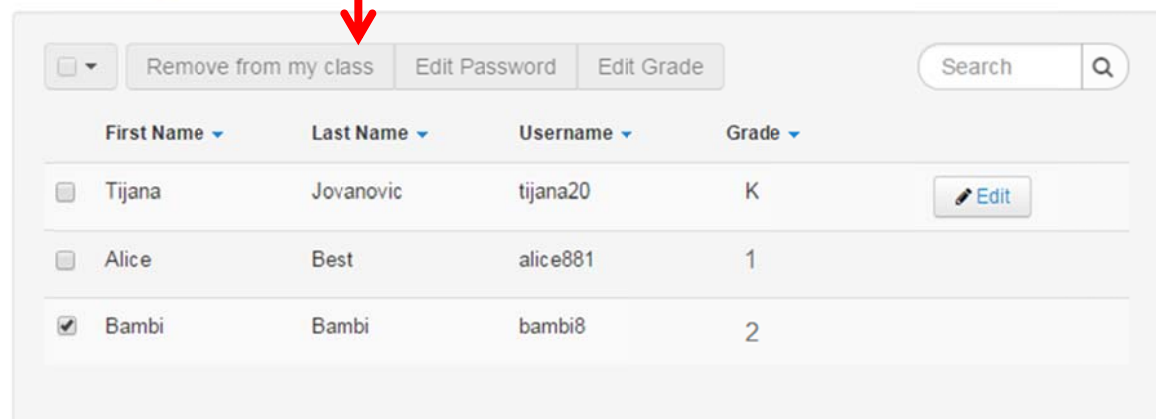
| | First Name | Last Name | Username | Grade | |
|-------------------------------------|------------|-----------|----------|-------|----------------------|
| <input type="checkbox"/> | Tijana | Jovanovic | tijana20 | K | Edit |
| <input type="checkbox"/> | Alice | Best | alice881 | 1 | |
| <input checked="" type="checkbox"/> | Bambi | Bambi | bambi8 | 2 | |

STEP TWO

To remove students from a class:

Select student(s) by ticking the box next to their name(s) and click 'Remove from my class'. The student account is not deleted, it will still exist at your school, but it is no longer linked to your class.

Manage class



The screenshot shows the 'Manage class' interface. The 'Remove from my class' button is highlighted with a red arrow. The table below it is identical to the one in the previous screenshot, with the checkbox for Bambi Bambi checked.

| | First Name | Last Name | Username | Grade | |
|-------------------------------------|------------|-----------|----------|-------|----------------------|
| <input type="checkbox"/> | Tijana | Jovanovic | tijana20 | K | Edit |
| <input type="checkbox"/> | Alice | Best | alice881 | 1 | |
| <input checked="" type="checkbox"/> | Bambi | Bambi | bambi8 | 2 | |

TIP! 🙌

If you accidentally remove a student from your class, click 'Move students into your class' and select the student(s) you wish to retrieve (see next page for more information).

[Move students into your class](#)

[Copy students from your Reading Eggs class](#)

MANAGE YOUR CLASS – MATHSEEDS GUIDE – Teacher Account

MOVE STUDENTS INTO YOUR CLASS FROM SCHOOL ADMIN

STEP ONE

Click 'Move students into your class'.

Manage class

Remove from my class Edit Password Edit Grade Search

| | First Name | Last Name | Username | Grade | |
|-------------------------------------|------------|-----------|----------|-------|------|
| <input type="checkbox"/> | Tijana | Jovanovic | tijana20 | K | Edit |
| <input type="checkbox"/> | Alice | Best | alice881 | 1 | |
| <input checked="" type="checkbox"/> | Bambi | Bambi | bambi8 | 2 | |

Add students to your class

Create new student

First Name Last Name Grade Go

[Move students into your class](#) ←

[Copy students from your Reading Eggs class](#)

Print

[Login details](#)

STEP TWO

Students at your school who are not already in a Mathseeds class will be listed. Select the student(s) you would like to move by ticking the box next to their name and click 'Add to my class'.

Add to my class Search

| | First Name | Last Name | Username | Grade |
|-------------------------------------|------------------|-----------|-----------|-------|
| <input type="checkbox"/> | Placement Test 1 | Child 4 | tesr222 | K |
| <input type="checkbox"/> | case | case | case24 | 1 |
| <input checked="" type="checkbox"/> | turtle | turtle | turtle10 | 1 |
| <input type="checkbox"/> | Anna | Easter | anna1671 | 1 |
| <input checked="" type="checkbox"/> | Bella | Easter | bella1563 | K |
| <input type="checkbox"/> | Lisa | Lo | lisa450 | 1 |
| <input type="checkbox"/> | test | test | test660 | K |

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EDIT STUDENT DETAILS

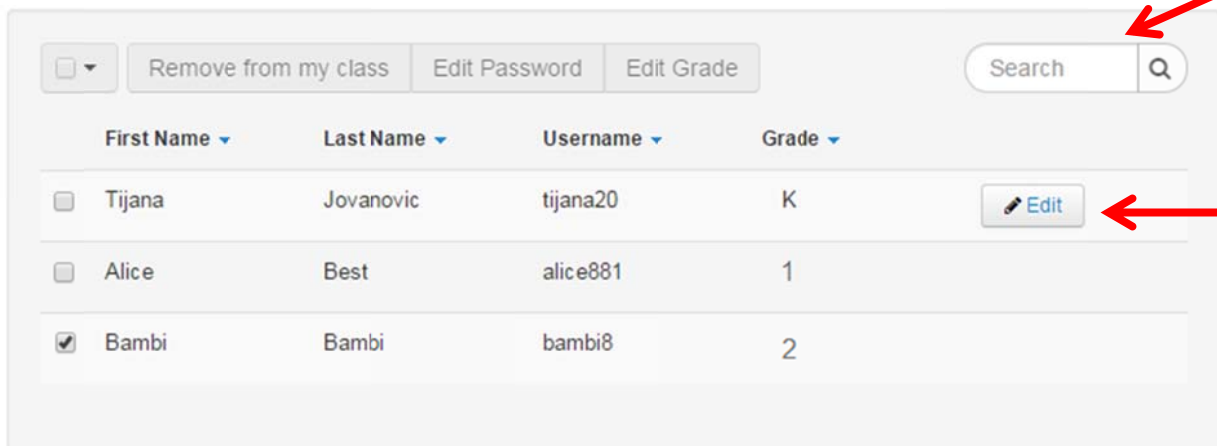
STEP ONE

Find the student by typing their name in the search box or by looking through your school roll.

STEP TWO

Hover your mouse over the student whose details you would like to edit and click on the 'Edit' button that appears on the right.

Manage class



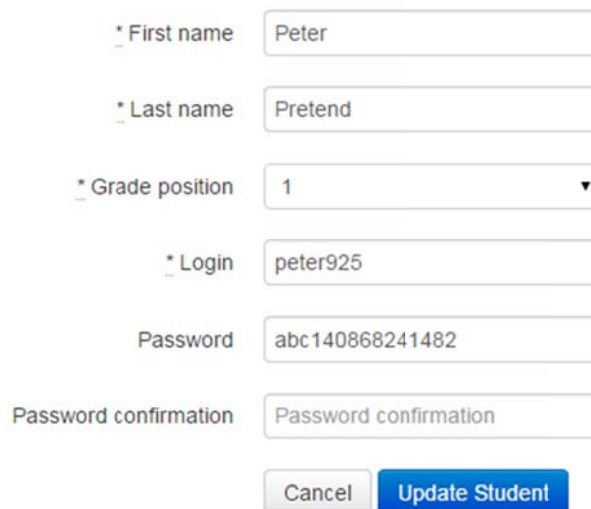
The screenshot shows the 'Manage class' interface. At the top, there are buttons for 'Remove from my class', 'Edit Password', and 'Edit Grade', along with a search box. Below this is a table with columns for 'First Name', 'Last Name', 'Username', and 'Grade'. The table contains three rows: Tijana Jovanovic (username: tijana20, grade: K), Alice Best (username: alice881, grade: 1), and Bambi Bambi (username: bambi8, grade: 2). A red arrow points to the search box, and another red arrow points to the 'Edit' button next to the first row.

| | First Name | Last Name | Username | Grade | |
|-------------------------------------|------------|-----------|----------|-------|-------------------------------------|
| <input type="checkbox"/> | Tijana | Jovanovic | tijana20 | K | <input type="button" value="Edit"/> |
| <input type="checkbox"/> | Alice | Best | alice881 | 1 | |
| <input checked="" type="checkbox"/> | Bambi | Bambi | bambi8 | 2 | |

STEP THREE

Edit the student details and click 'Update Student'.

Edit Student



The screenshot shows the 'Edit Student' form. It contains several input fields: '* First name' (Peter), '* Last name' (Pretend), '* Grade position' (1), '* Login' (peter925), Password (abc140868241482), and Password confirmation (Password confirmation). At the bottom, there are two buttons: 'Cancel' and 'Update Student'. A red arrow points to the 'Update Student' button.

* First name

* Last name

* Grade position

* Login

Password

Password confirmation

MANAGE YOUR CLASS – MATHSEEDS GUIDE – Teacher Account

MANAGE STUDENT PROGRESS

STEP ONE

To manually move students to a higher or lower lesson, click on 'Manage Lessons'.

| First Name | Last Name | Grade | Mathseeds Progress |
|------------|-----------|-------|--------------------|
| Tijana | Jovanovic | K | 0 |
| Alice | Best | 1 | |
| Bambi | Bambi | 1 | 0 |

STEP TWO

Edit a student's details by clicking the 'Edit' box next to their name. Then select a lesson and click 'Update Student'.

OR

STEP TWO

Select a group of students to edit by ticking the box next to their name and click 'Change Progress'. Then select a lesson and click 'Update'.

Manage Lessons

| First Name | Last Name | Grade | Mathseeds Progress |
|------------|-----------|-------|--------------------|
| Tijana | Jovanovic | K | 0 |
| Alice | Best | 1 | |
| Bambi | Bambi | 1 | 0 |
| Peter | Pretend | 1 | |
| Peter | Pretend | 1 | |
| Peter A | Pretend | 1 | |
| Milos | Jovanovic | 2 | |