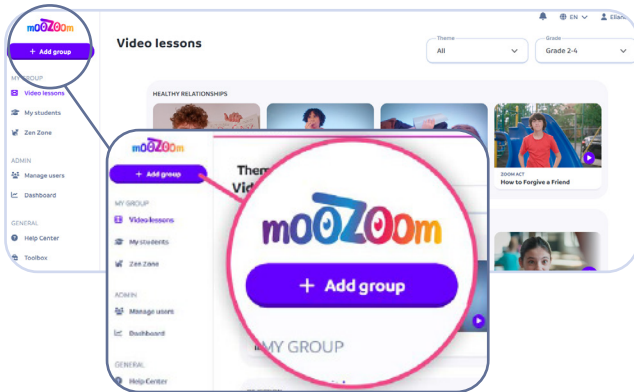


CREATING A GROUP



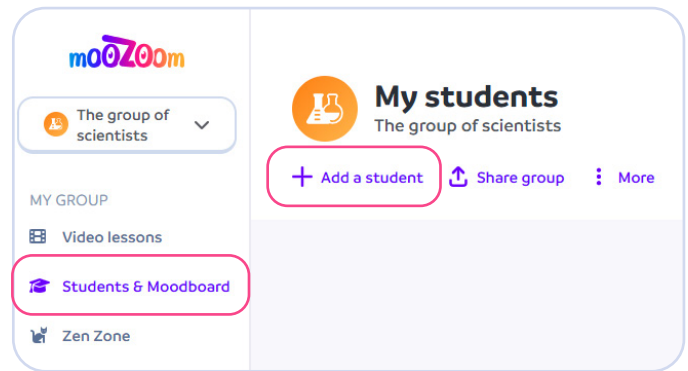
1 Click **Add group** on the left-hand menu.

A screenshot of the 'Add group' dialog box. It has a title bar with a close button (X). Below the title is a blue speech bubble icon with a 'Change' button underneath. To the right is a text input field labeled 'Name'. Below that is a dropdown menu labeled 'Grade'. At the bottom are two buttons: 'Cancel' and 'Add'.

2 Click on the **Change** button to access customization options. Choose the color and icon you want to associate with your group. Then, click **Confirm** to validate your choices. Enter the group **Name** and select its **Grade**. Click on **Add**.

3 Congratulations, you created your group! Now time to add students.

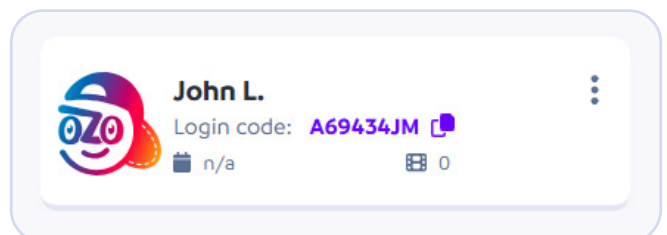
ADDING STUDENTS



1 Once your group is created, you can add students. In the **Students & Moodboard** tab in the menu on the left side of the screen, click on **+ Add a student**.

A screenshot of the 'Add a student' dialog box. It has a title bar with a close button (X). Below the title are two text input fields: 'First name' (containing 'John') and 'Last name' (containing 'L.'). At the bottom is a large blue button labeled 'Create new student'.

2 Add your student's first and last name and click **Create new student**.



3 You have now created a student account and generated a **Login code**. Continue to add students until you have your class.