7. Adjusting Individual Student Profiles

This guide provides the steps for locating a student profile and making any necessary changes including adjusting the reading level for a student’s online student edition.

1. Click the Manage & Assign tab.

2. Click My Classes. From the drop-down select the class you wish to view students.

3. From the list of students, choose a student and click Profile.

4. Teachers can click on the drop-down menus to make any changes. Click on the drop-down menu for Teaching Level to allow that specific student to see an adjusted reading level in their online student edition.