


# Organization

You will be able to see how students are organised in your lists.

- [All students](#)
- [School grade](#)
- [Groups](#)

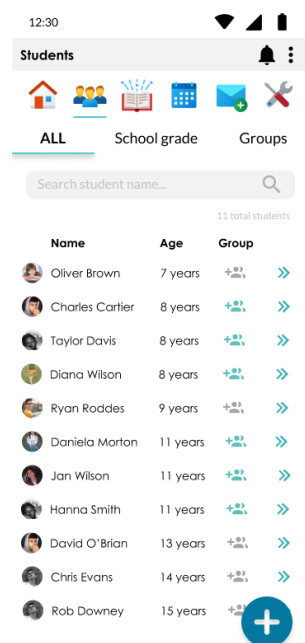
# All students

To go to your student section tap on the icon  located in the top menu.

You will see 3 tabs where students are organized.

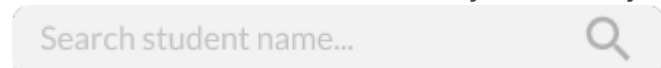
**ALL**    School grade    Groups

## All


















You will be able to find the list of the students who are already linked to you.

You can search for the students you need by name or surname in the upper bar



Students are organized in a table by name, age, group (if they have a group assigned or if they are not grouped).

Name	Age	Group
 Oliver Brown	7 years	 
 Charles Cartier	8 years	 
 Taylor Davis	8 years	 
 Diana Wilson	8 years	 
 Ryan Roddes	9 years	 




At the bottom you will find the button to [add new students](#) by code.

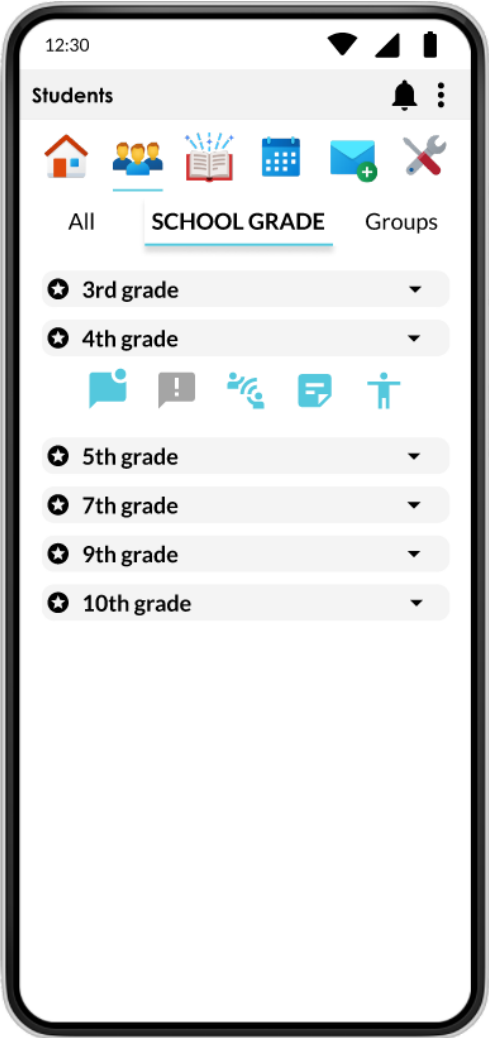
To access each [student's individual](#) profile, tap  icon

# School grade

## School grade

To go to your student section tap the icon  located in the top menu.

1. You have to tap All **SCHOOL GRADE** Groups



2. Students are automatically organized by school grade in accordance with what has been added to the profile.






- ★ 5th grade ▼
- ★ 7th grade ▼
- ★ 9th grade ▼
- ★ 10th grade ▼

3. Each grade group is a grouping of students.

4. A number of options for the group appear when you tap on the class.



★ 4th grade ▼

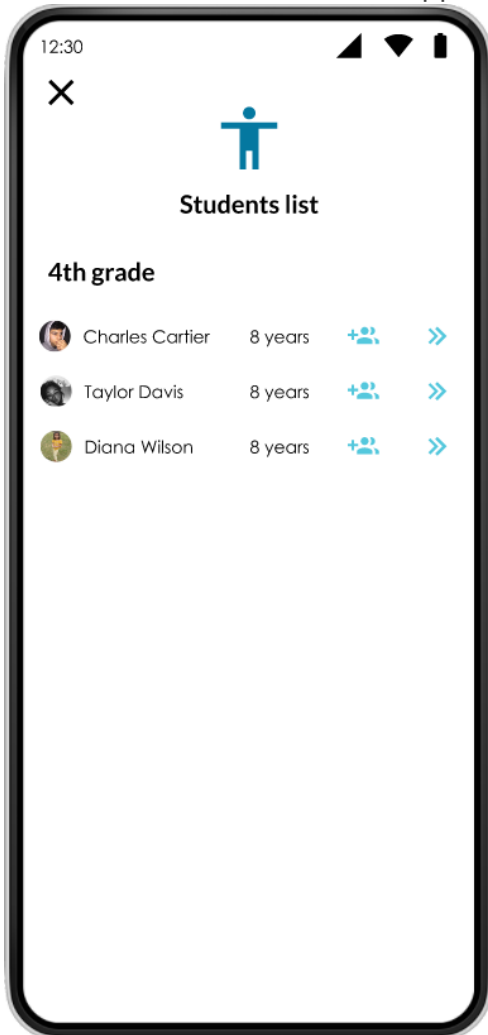



5. You can send a [message to the entire class](#) , send a [notice](#) , set up a [meeting](#) , create a grade note  and see a list of the students  who are in that grade.

## Student list by grade:

All **SCHOOL GRADE** Groups


1. Tap .
2. Tap grade you want to display.
3. Tap  icon from the icons displayed.
4. The students list screen will appear.



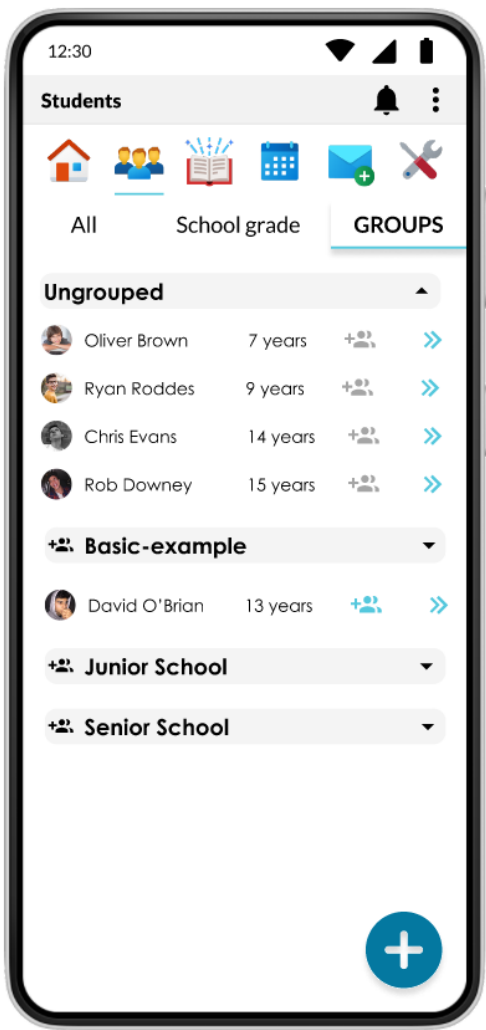
5. If you want to go to the student's profile tap  icon.

# Groups

## GROUPS

To go to your student section tap the icon  located in the top menu.

You have to tap All School grade **GROUPS**



You will find custom groups that you can create to organize your students according to the needs that you set as a parameter.

Tap the name of each group to see the options available for it. You can also edit or delete the group.

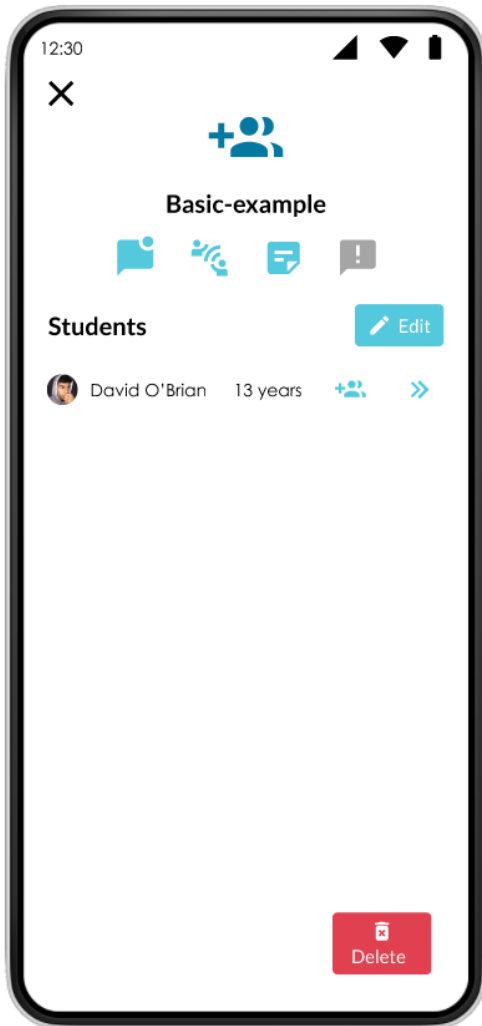
## Student list by groups

All

School grade

**GROUPS**

1. Tap
2. Tap the icon next to the name of the group ▼
3. The list of students belonging to the group created will be displayed.
4. Tap the group name and it will open a screen with more options for the selected group.



5. If you want to go to the student's profile tap » icon.