

Create student accounts

Teachers can create individual student accounts and administrators can bulk import student accounts within the admin site. Please note that students should have only one username and password.

Teacher-Created Student Accounts

Access the Classroom Manager from anywhere on the site by clicking on "My Classrooms" in the navigation bar at the top of the screen.



1. Student accounts can only be created under a classroom. If you do not already have an existing classroom, click on the "Create a Classroom" button to create a new class. Once the classroom is created, student accounts can be created and added to the class. To add new students to an existing class, click "Edit Class" within Actions next to the classroom.

Assign by Class or Student | Assign by Code or URL

1. Start by [creating a class](#). [Need Help?](#)
2. Use the [Builder Tools](#) to create an assignment and assign to individual class, multiple students or entire class. Or locate your materials [My Content](#) and assign from there.
3. View results by class/student or edit assignment details by selecting "View Assignments/Results"

[Create a Classroom](#)

Classrooms	Students	Start Date	End Date	Actions
▶ Science Class	1	01/06/10	01/07/10	View Assignments/Results Edit Class Delete Class

Within Step 1 of 3, "Set up a class", enter the class name and start and end dates. Click Save/Continue.

2. Under Step 2 of 3 "Select Students" click the "Add a student" button to add a new student not reflecting under the school roster.

Create a Class

Step 2 of 3



STEP 2: Select Students

To add students to your class, select their name from the School Roster on the left, and then select the "Add >" button.
Note: Removing current students from this classroom, will also delete all individually assigned material for that student.

DISCOVERY SCHOOL's Roster

Grade: ALL ▾ ABCDEFGHIJKLMNOPQRSTUVWXYZ

Name	Grade	Username	ID
<input type="checkbox"/> User, Student	n/a	student.user	n/a

Science Class's Roster

Name	Grade	Username	ID
<input type="checkbox"/> User, Student	n/a	student.user	n/a

Add >
< Remove

Add a Student

3. Fill out the registration info for student and click Submit. Your student account is created.

Create/Edit a New Student

* = Required Fields

First Name	<input type="text"/>	*
Last Name	<input type="text"/>	*
Username	<input type="text"/>	*
Grade	<input type="text" value="- choose grade -"/>	*
Student ID	<input type="text"/>	
New Password	<input type="text"/>	*
Re-Type New Password	<input type="text"/>	*

Cancel Submit

Note:-Fields with asterisks (*) are required fields and cannot be left blank.

Admins can learn how to import student user accounts by clicking [here](#).