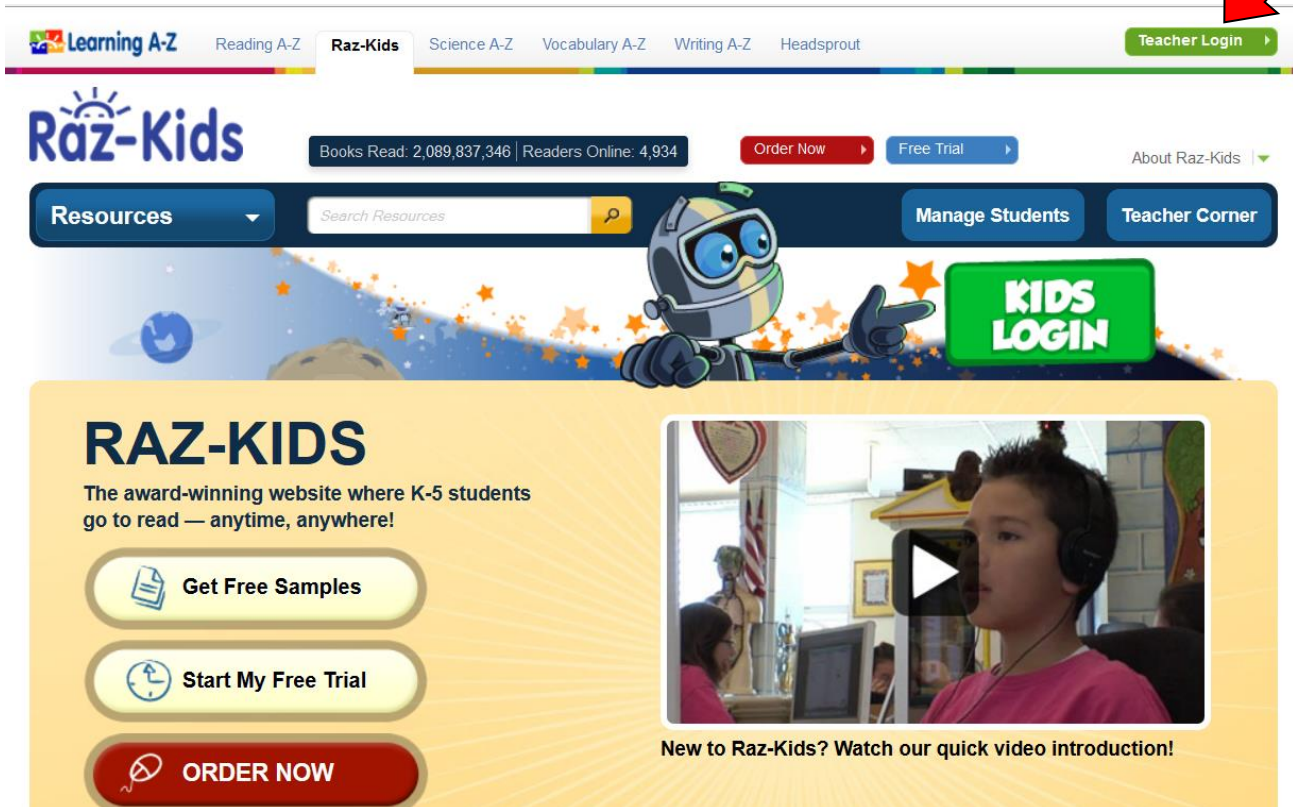


# SETTING UP CLASS ROSTER

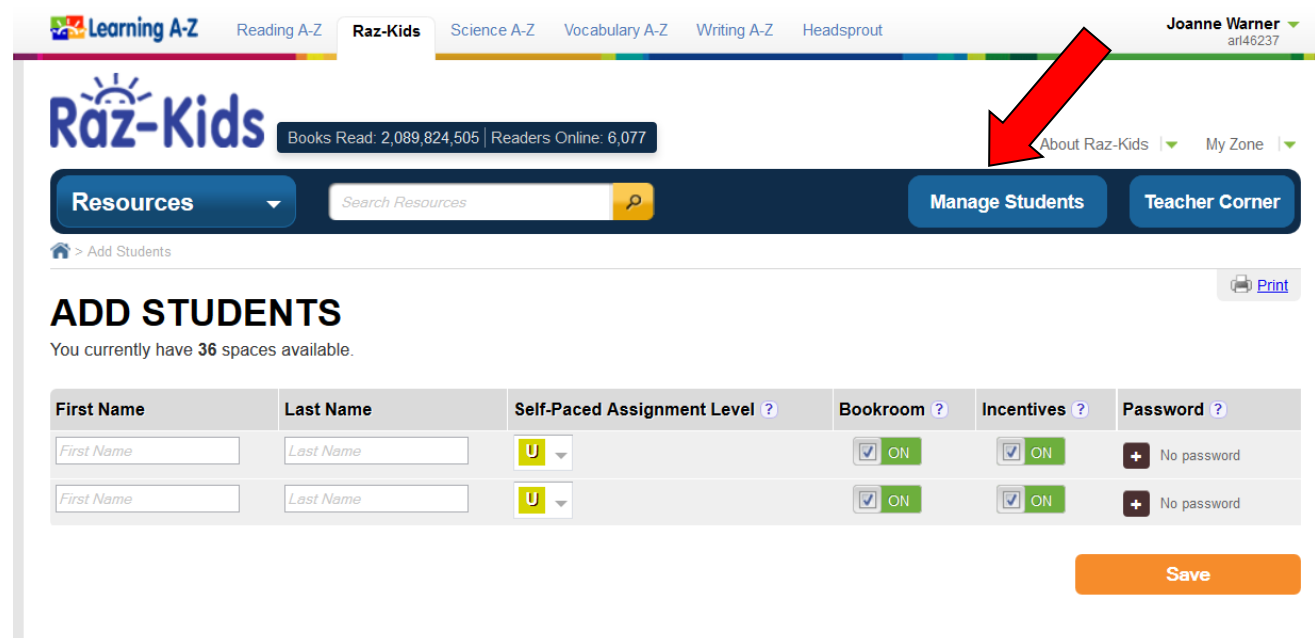
## www.raz-kids.com

1. Log In with your password. Click Login.



The screenshot shows the Raz-Kids homepage. At the top, there is a navigation bar with links for Learning A-Z, Reading A-Z, Raz-Kids, Science A-Z, Vocabulary A-Z, Writing A-Z, and Headsprout. A red arrow points to the 'Teacher Login' button in the top right corner. Below the navigation bar, the Raz-Kids logo is displayed, along with statistics: Books Read: 2,089,837,346 and Readers Online: 4,934. There are buttons for 'Order Now' and 'Free Trial'. A search bar is labeled 'Search Resources'. Below the search bar, there is a 'Manage Students' button and a 'Teacher Corner' button. A large green button labeled 'KIDS LOGIN' is prominently displayed. Below the 'KIDS LOGIN' button, there is a video player showing a child wearing headphones. The video is titled 'New to Raz-Kids? Watch our quick video introduction!'. Below the video player, there are three buttons: 'Get Free Samples', 'Start My Free Trial', and 'ORDER NOW'.

2. Click on Manage Students ~ Roster.



The screenshot shows the 'ADD STUDENTS' page on the Raz-Kids website. At the top, there is a navigation bar with links for Learning A-Z, Reading A-Z, Raz-Kids, Science A-Z, Vocabulary A-Z, Writing A-Z, and Headsprout. A red arrow points to the 'Manage Students' button in the top right corner. Below the navigation bar, the Raz-Kids logo is displayed, along with statistics: Books Read: 2,089,824,505 and Readers Online: 6,077. There are buttons for 'About Raz-Kids' and 'My Zone'. A search bar is labeled 'Search Resources'. Below the search bar, there is a 'Manage Students' button and a 'Teacher Corner' button. Below the 'Manage Students' button, there is a link to 'Add Students'. The main heading is 'ADD STUDENTS', followed by the text 'You currently have 36 spaces available.' Below this, there is a table with columns for First Name, Last Name, Self-Paced Assignment Level, Bookroom, Incentives, and Password. The table has two rows of input fields. Below the table, there is a 'Save' button.

First Name	Last Name	Self-Paced Assignment Level ?	Bookroom ?	Incentives ?	Password ?
<input type="text"/>	<input type="text"/>	<input type="text" value="U"/>	<input checked="" type="checkbox"/> ON	<input checked="" type="checkbox"/> ON	<input type="button" value="+"/> No password
<input type="text"/>	<input type="text"/>	<input type="text" value="U"/>	<input checked="" type="checkbox"/> ON	<input checked="" type="checkbox"/> ON	<input type="button" value="+"/> No password

# SETTING UP CLASS ROSTER

3. Type in each student's name. Select Reading Level. ~ Check Correlation Chart.

I like to turn Bookroom off. Leave Incentives on. ~ Click on Password + sign.

Learning A-Z Reading A-Z **Raz-Kids** Science A-Z Vocabulary A-Z Writing A-Z Headsprout Joanne Warner arl46237

**Raz-Kids** Books Read: 2,089,824,505 | Readers Online: 6,077 About Raz-Kids My Zone

Resources Search Resources Manage Students Teacher Corner

> Add Students

## ADD STUDENTS

You currently have 36 spaces available.

First Name	Last Name	Self-Paced Assignment Level ?	Bookroom ?	Incentives ?	Password ?
<input type="text" value="First Name"/>	<input type="text" value="Last Name"/>	<input type="text" value="U"/>	<input checked="" type="checkbox"/> ON	<input checked="" type="checkbox"/> ON	+ No password
<input type="text" value="First Name"/>	<input type="text" value="Last Name"/>	<input type="text" value="U"/>	<input checked="" type="checkbox"/> ON	<input checked="" type="checkbox"/> ON	+ No password

Save

~ Choose one icon or type in text password. Click save.

Learning A-Z Reading A-Z **Raz-Kids** Science A-Z Vocabulary A-Z Writing A-Z Headsprout Joanne Warner arl46237

**Raz-Kids** Books Read: 2,089,826,637 | Readers Online: 6,121 About Raz-Kids My Zone

Resources Search Resources Manage Students Teacher Corner

> Add Students

## ADD STUDENTS

You currently have 36 spaces available.

First Name	Last Name	Self-Paced Assignment Level ?	Bookroom ?	Incentives ?	Password ?
<input type="text" value="First Name"/>	<input type="text" value="Last Name"/>	<input type="text" value="U"/>	<input checked="" type="checkbox"/> ON	<input checked="" type="checkbox"/> ON	+ No password
<input type="text" value="First Name"/>	<input type="text" value="Last Name"/>	<input type="text" value="U"/>	<input checked="" type="checkbox"/> ON	<input checked="" type="checkbox"/> ON	+ No password

Save

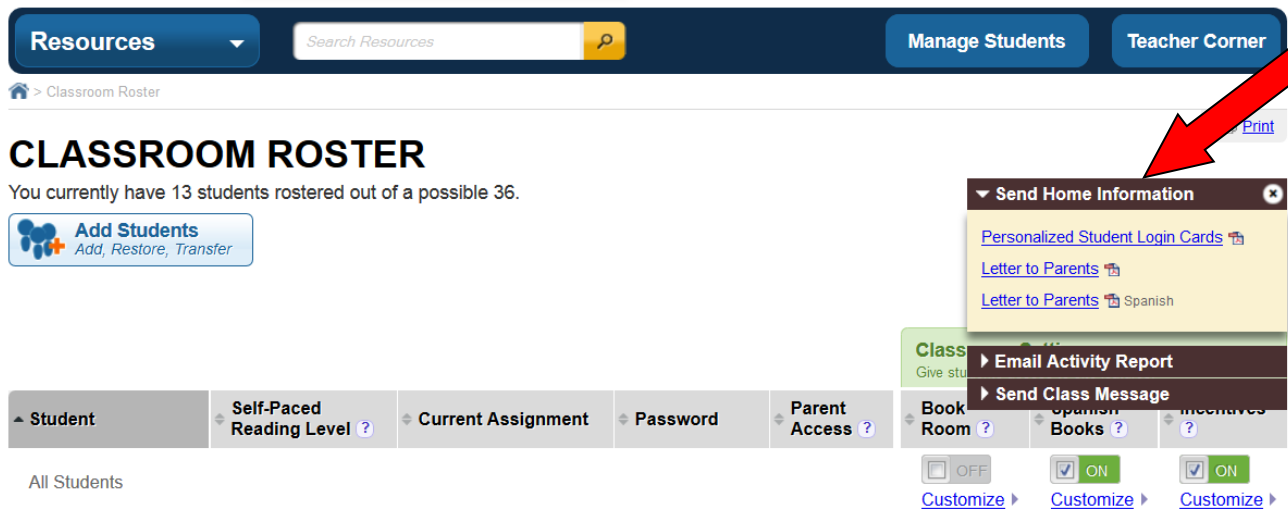
Looking for something else?

Transfer Students Save the students in them as a new student instead of adding

Restore Removed Students Find previously removed students from your classroom and add them back in.

# PRINTING STUDENT PASSWORD CARDS

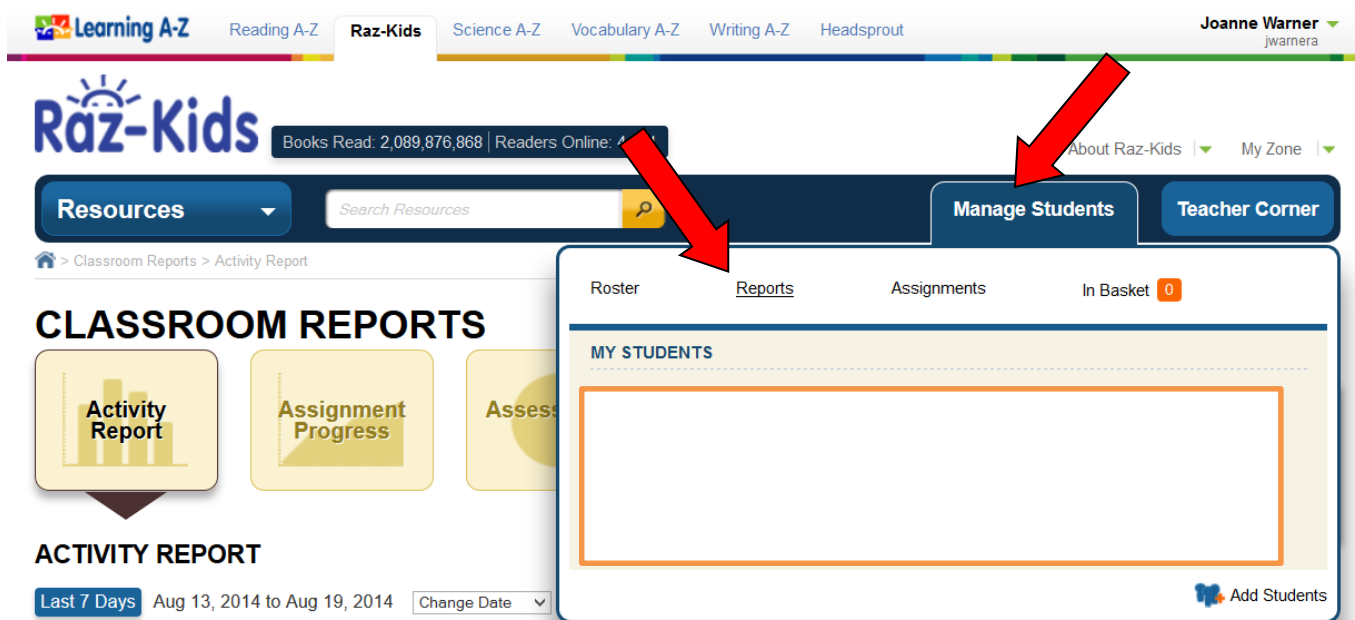
5. Click Send Home Information tab. Then click on Personalized Login Cards.



The screenshot shows the 'Classroom Roster' page. At the top, there is a navigation bar with 'Resources', 'Manage Students', and 'Teacher Corner'. Below this, a 'CLASSROOM ROSTER' section indicates 13 students are rostered out of 36. A dropdown menu is open from the 'Manage Students' tab, showing options like 'Send Home Information', 'Personalized Student Login Cards', 'Letter to Parents', 'Email Activity Report', and 'Send Class Message'. A red arrow points to the 'Personalized Student Login Cards' option. Below the menu, there are tabs for 'Student', 'Self-Paced Reading Level', 'Current Assignment', 'Password', and 'Parent Access'. A table header is visible with columns for 'Student', 'Self-Paced Reading Level', 'Current Assignment', 'Password', and 'Parent Access'. A 'Print' button is located in the top right corner.

# CHECKING STUDENT PROGRESS

1. Click on Manage Students tab. 2. Click on Reports. 3. Print a copy for S.O.S. Meetings or conferences.



The screenshot shows the 'Raz-Kids' Classroom Reports page. At the top, there is a navigation bar with 'Learning A-Z', 'Reading A-Z', 'Raz-Kids', 'Science A-Z', 'Vocabulary A-Z', 'Writing A-Z', and 'Headsprout'. Below this, a 'CLASSROOM REPORTS' section shows 'Activity Report', 'Assignment Progress', and 'Assessments'. A dropdown menu is open from the 'Manage Students' tab, showing options like 'Roster', 'Reports', 'Assignments', and 'In Basket'. A red arrow points to the 'Reports' option. Below the menu, there is a 'MY STUDENTS' section with a large empty box. At the bottom, there is an 'ACTIVITY REPORT' section with a date range of 'Last 7 Days' from 'Aug 13, 2014 to Aug 19, 2014'. A red arrow points to the 'Reports' option in the dropdown menu.