



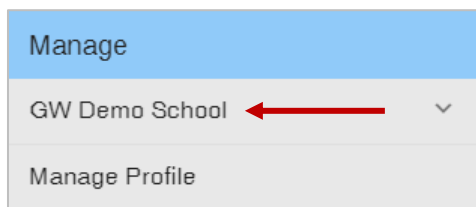
## ***Hands-On Maintenance and Light Repair*** **Instructor Support Documentation**

### **How do I manage my class roster?**

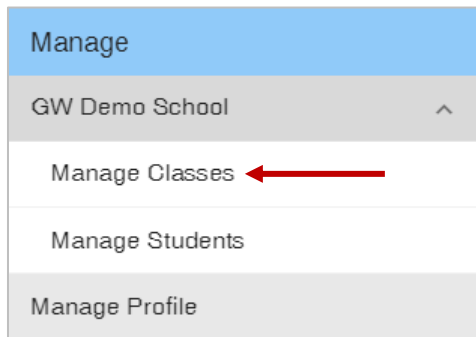
From the top of the page, select *Manage*.



In the left-hand column, select the name of your school.



Select *Manage Classes*.



In the upper-right section of the page, adjust the *Name*, *Color*, and *Notes* associated with the class.

<b>Name*</b> <input type="text" value="Demo Class"/>	<b>Notes</b> <input type="text" value="Class Notes"/>
<b>Color*</b> <input type="color" value="red"/>	

In the lower-right section of the page, you can add or remove students from your class roster.

To remove a student, select the student's name in the left column and select *Remove*.

Garr, Scott demostudent5

Emmert, Malik demostudent8

Gardem, David demostudent3

Kreitzer, Victoria demostudent7

Philips, Richard demostudent1

Slone, Floyd demostudent2

Travis, Melissa melissa.student

<< ADD

REMOVE >

Page: 1

To add a student, select the name in the right column and select *Add*.

Current Class Roster

School Student Pool

Search Students

Emmert, Malik demostudent8

Gardem, David demostudent3

Kreitzer, Victoria demostudent7

Philips, Richard demostudent1

Slone, Floyd demostudent2

Sparks, Ann demostudent6

Garr, Scott demostudent5

Travis, Melissa melissa.student

<< ADD

REMOVE >

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When you have finished adjusting your class settings and roster, select *Update Class* in the upper-right corner.

UPDATE CLASS

DELETE CLASS