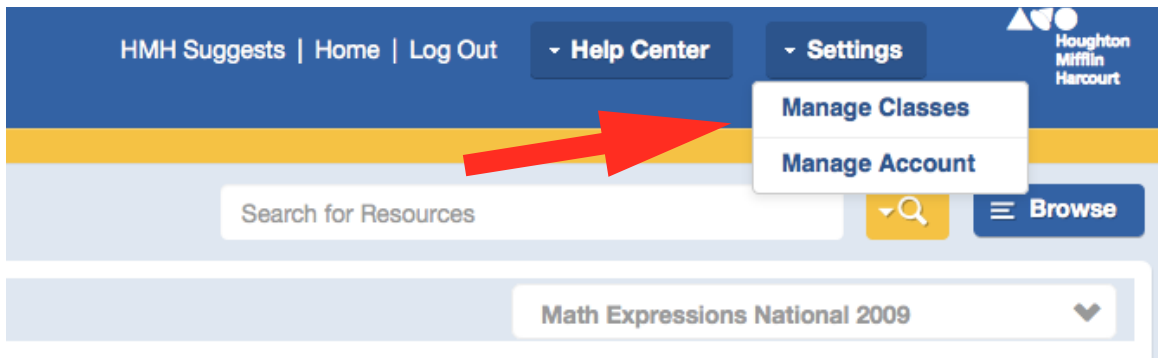
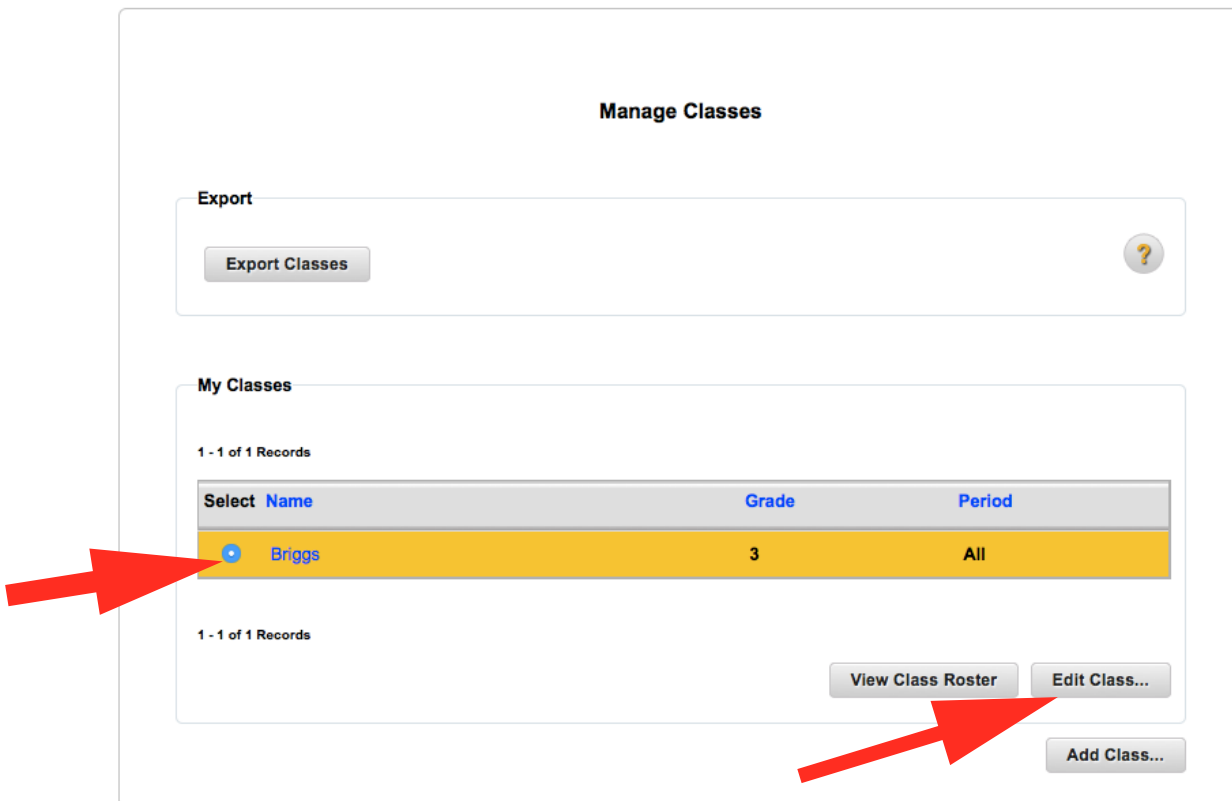


## How to Add Students to a Class in ThinkCentral.

Log in and click on **Manage Classes** from **Settings**



Click on your name and then **Edit Classes**




## Click **Assign Students**

Filter your view by: Language:  Program:

Include	Product	ISBN
<input checked="" type="checkbox"/>	Common Core Writing Handbook G3 2014	9780547896380
<input checked="" type="checkbox"/>	Journeys GrammarSnap Videos G1-6 2014	9780547934518
<input checked="" type="checkbox"/>	Journeys Leveled Readers G3 2014	9780547896182
<input checked="" type="checkbox"/>	Journeys Magazine L3, 2014	9780547953007
<input checked="" type="checkbox"/>	Journeys myWriteSmart, G3, NA, 2014	9780547952710
<input checked="" type="checkbox"/>	Journeys Reader's Notebook G3 2014	9780547895673
<input checked="" type="checkbox"/>	Journeys Student Book G3 2014	9780547894515
<input checked="" type="checkbox"/>	Journeys Write-In Reader G3 2014	9780547896120
<input type="checkbox"/>	Math Expressions Activity Book G3 (SE)	9780547153223
<input type="checkbox"/>	Performance Assessment G3 2014	9780544611726

Groups:

Name	Subject	Level
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Click **Remove All** to clear your list from last year.

**Edit Class**

1. Define class details 2. Assign students to class


Class: Briggs

Find students

Select students from grade:

Assign students to class

<b>Students</b>	<input type="button" value="Add All &gt;&gt;"/>	<b>Class Roster</b>
Abayomi, Kareem (12575)	<input type="button" value="Add &gt;"/>	
Aich, Joy (12605)	<input type="button" value="&lt; Remove"/>	
Alexandre, Mason (11571)	<input type="button" value="&lt;&lt; Remove All"/>	
Anderson, Alena (11625)		
Anderson, Ella (12481)		
Arun, Nikhil (12420)		
Ash, Noble (11583)		
Ashley, Vivienne (12620)		
Ashley, William (11829)		
Auvinen, Lucia (12606)		
Avalos, Elizabeth (12520)		
Avalos, Manuel (12519)		
Bade, Anna (12418)		
Badrinath, Josephine (12576)		



Click on your **grade level** and then add students by clicking on their name and then clicking **Add**.

**Find students**

Select students from grade:  Find Clear

**Assign students to class**

**Students**

- Fedowicz, Miles (11479)
- Feodoroff, Chloe (11835)
- Ferro, Ava (12670)
- Fisher, Ava (11595)**
- Flodin, Luca (11596)
- Flodin, Meah (11451)
- Flynn, John (12552)
- Freedman, Emmet (12403)
- Freund, Brody (12396)
- Friederich, Olive (12483)
- Gall, John (11627)
- Gall, Timothy (12409)
- Ganschow, Connor (12389)
- Ganschow, Patrick (11567)

**Class Roster**

- Jerni, Katherine (12113)
- Brandis, Xander (12773)
- Cain, Shaylynn (12550)
- Clancy, Logan (11588)
- Cronin, Marshall (11700)
- Czarnkowski, Vincent (11589)
- D'Agostino, John (11591)
- Detmer, Claire (11658)
- Druckman, Juliette (11592)
- Dwyer, Abigail (11593)
- Ferrante, Dominic (11892)
- Hansmann, Keith (11600)
- Khan, Muhammad (11786)
- Knackstedt, Joseph (11607)

Add All >> Add > < Remove << Remove All

<<Edit Class Export Class Roster Cancel Done

When you are finished with your class list, click **Done** and **OK** to save changes.

Click Ok to save your changes.

Cancel OK

**Class Roster**

- Clancy, Logan (11588)
- Cronin, Marshall (11700)
- Czarnkowski, Vincent (11589)
- D'Agostino, John (11591)
- Detmer, Claire (11658)
- Druckman, Juliette (11592)
- Dwyer, Abigail (11593)
- Ferrante, Dominic (11892)
- Fisher, Ava (11595)
- Hansmann, Keith (11600)
- Khan, Muhammad (11786)
- Knackstedt, Joseph (11607)
- Kulasza, Dominika (12545)
- Lovell, Maitreya (12743)

<<Edit Class Export Class Roster Cancel Done

Click your name, click **View Class Roster**

**My Classes**

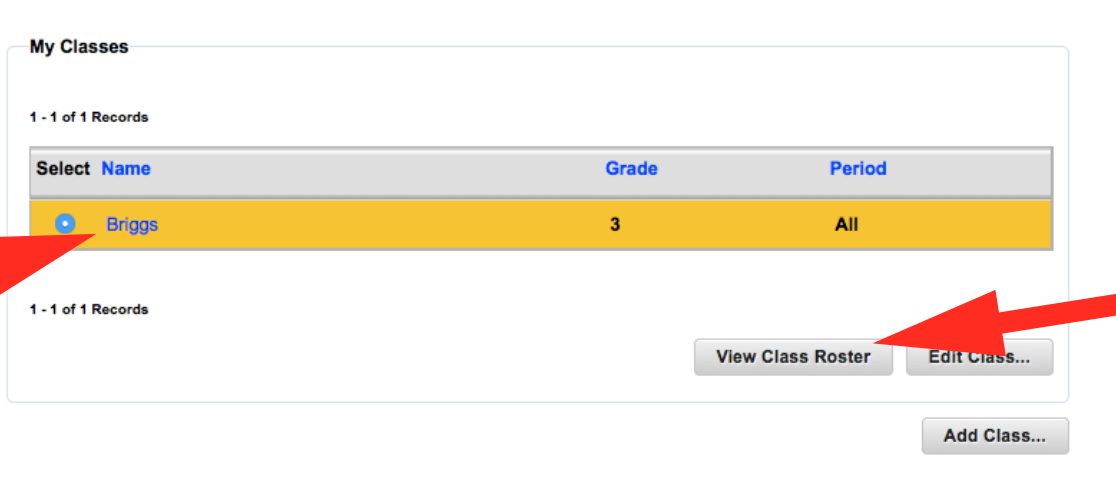
1 - 1 of 1 Records

Select	Name	Grade	Period
<input checked="" type="radio"/>	Briggs	3	All

1 - 1 of 1 Records

[View Class Roster](#) [Edit Class...](#)

[Add Class...](#)



Finally click **Export Class Roster**

1 - 20 of 20 Records

Last Name	First Name	User Name	Password
Berni	Katherine	bernik	KB12113
Brandis	Xander	brandisx	XB12773
Cain	Shaylynn	cains	SC12550
Clancy	Logan	clancyl	LC11588
Cronin	Marshall	croninm	MC11700
Czarnkowski	Vincent	czarnkowskiv	VC11589
D'Agostino	John	dagostinoj	JD11591
Detmer	Claire	detmerc	CD11658
Druckman	Juliette	druckmanj	JD11592
Dwyer	Abigail	dwyera	AD11593
Ferrante	Dominic	ferranted	DF11892
Fisher	Ava	fishera	AF11595
Hansmann	Keith	hansmannk	KH11600
Khan	Muhammad	khanm	MK11786
Knackstedt	Joseph	knackstedtj	JK11607
Kulasza	Dominika	kulaszad	DK12545
Lovell	Maitreya	lovelm	ML12743
Moskoff	Nathan	moskoffn	NM11684
Redmond	Emma	redmonde	ER11612
Thompson	Ava	thompsona	AT11619

1 - 20 of 20 Records

[Export Class Roster](#) [Print](#)

