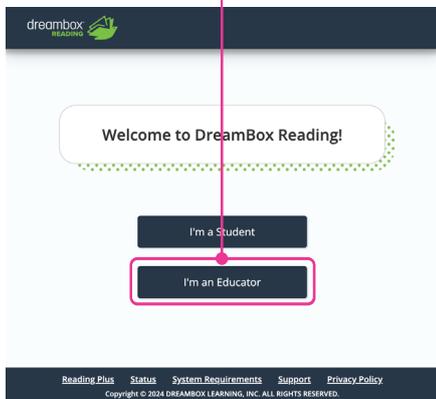


Adding new staff members to Reading Plus

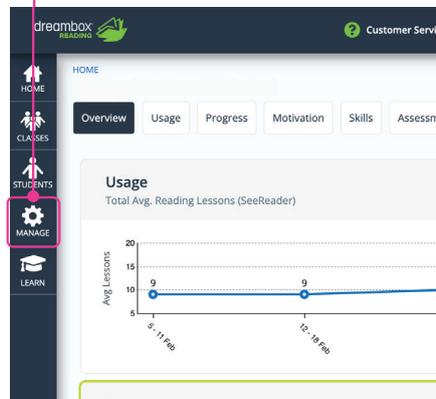
Resources

To add new staff to Reading Plus:

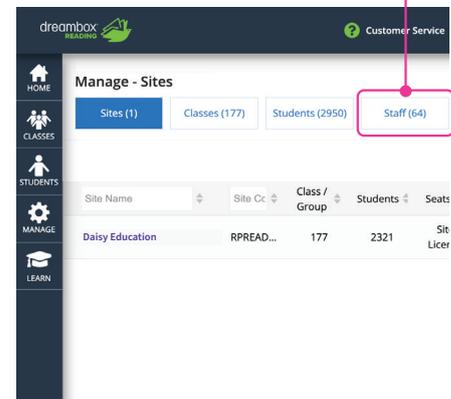
1
View each student's current level in the Reading component.



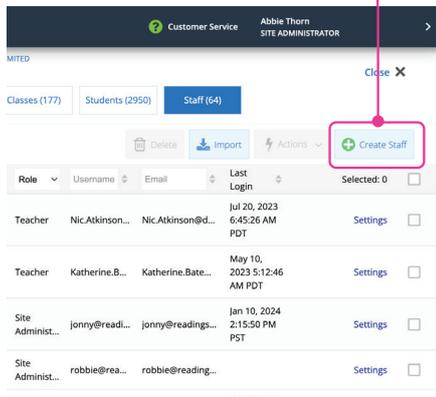
2
Select the **Manage** Tab.



3
Then select **Staff**.



4
Select **Create Staff**.



5
Complete the form with the staff member's details. We recommend making the staff member's username their email address. The staff member will then be sent a link via this email address to create their own password.

