

# Enrolling students into DreamBox Reading Plus groups

Resources

At the start of the new academic year, the Customer Support Team create new Reading Plus Classes for you.

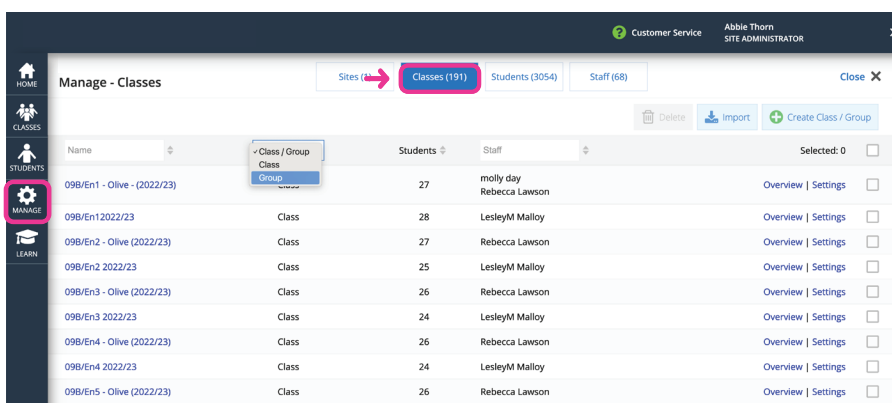
Reading Plus Classes are based on year groups, for example, Year 4, Year 5, and Year 6. Students can only be enrolled into one year group or Reading Plus Class at a time. You can however, create multiple Reading Plus Groups.

Unlike Reading Plus Classes, there are no limits to the number of Reading Plus Groups that students can be enrolled in. Use Reading Plus groups to organise your year groups into smaller cohorts that you use in school, such as children who qualify for free school meals, English as an additional language, or for any other cohorts.

Reading Plus Groups are purely for data purposes and do not affect the students' progress or lessons on Reading Plus.

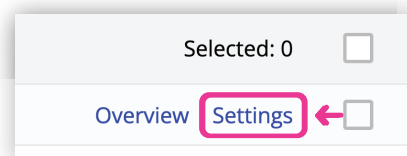
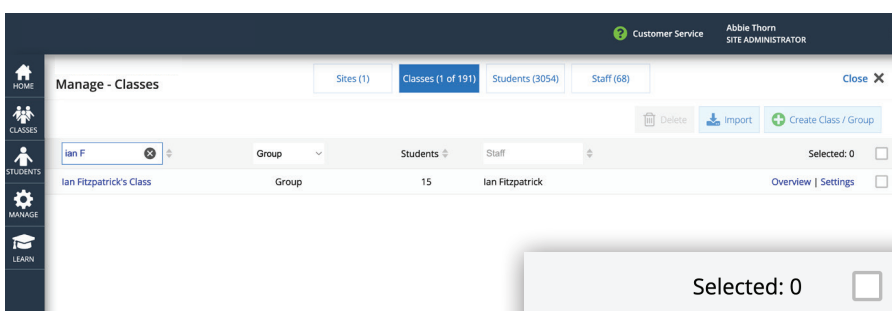
## Step one

To add students to a Group, first log on to Reading Plus as an Educator. Click on the **Manage** tab, then **Classes**.



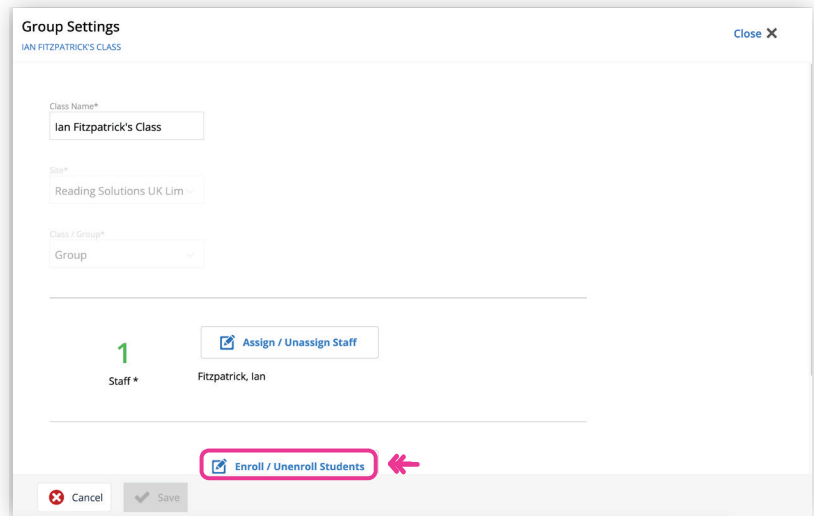
## Step two

Locate the Group that you would like to enrol your students into from the drop-down menu, then click **Settings**.



### Step three

Click the box that says **Enroll/Unenroll Students.**



**Group Settings**  
IAN FITZPATRICK'S CLASS

Class Name\*  
Ian Fitzpatrick's Class

Site\*  
Reading Solutions UK, Lim

Class / Group\*  
Group

1 Staff\*  
Fitzpatrick, Ian

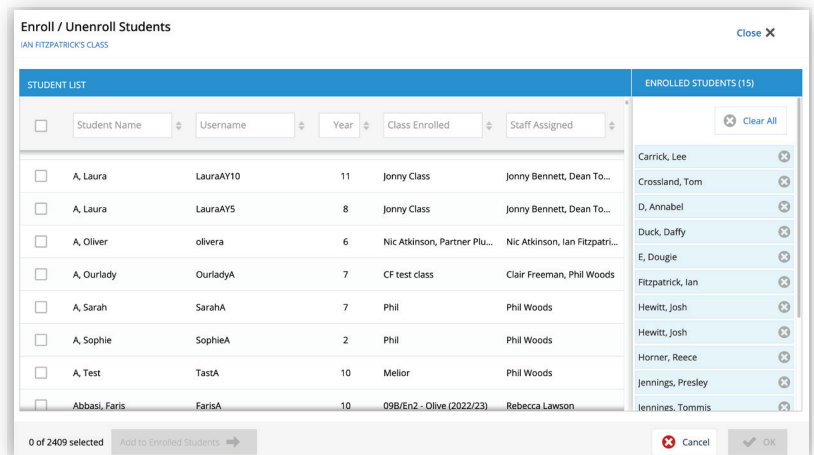
Assign / Unassign Staff

**Enroll / Unenroll Students**

Cancel Save

### Step four

This will bring up a full list of students that are enrolled on Reading Plus on the left and a list of students who are in this group on the right. Use the drop-down box at the top to filter through the list and locate the student(s) that you want to add.



**Enroll / Unenroll Students**  
IAN FITZPATRICK'S CLASS

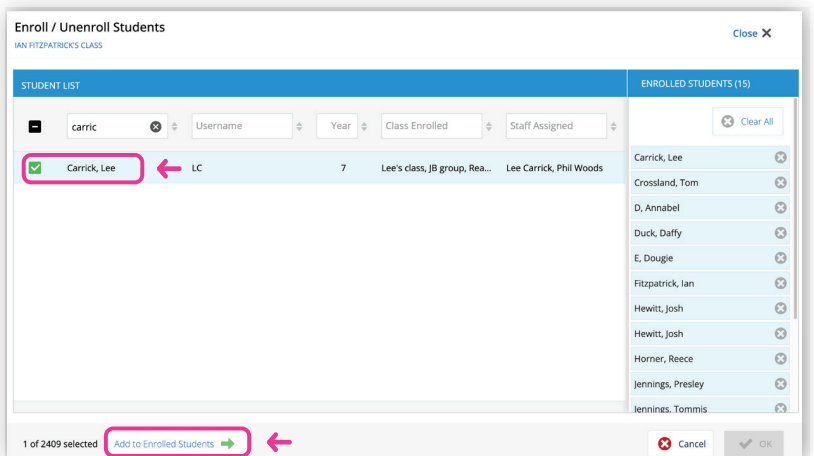
STUDENT LIST					ENROLLED STUDENTS (15)
<input type="checkbox"/>	Student Name	Username	Year	Class Enrolled	Staff Assigned
<input type="checkbox"/>	A. Laura	LauraAY10	11	Jonny Class	Jonny Bennett, Dean To...
<input type="checkbox"/>	A. Laura	LauraAY5	8	Jonny Class	Jonny Bennett, Dean To...
<input type="checkbox"/>	A. Oliver	olivera	6	Nic Atkinson, Partner Plu...	Nic Atkinson, Ian Fitzpatr...
<input type="checkbox"/>	A. Ourlady	OurladyA	7	CF test class	Clair Freeman, Phil Woods
<input type="checkbox"/>	A. Sarah	SarahA	7	Phil	Phil Woods
<input type="checkbox"/>	A. Sophie	SophieA	2	Phil	Phil Woods
<input type="checkbox"/>	A. Test	TastA	10	Melior	Phil Woods
<input type="checkbox"/>	Abbasi, Faris	FarisA	10	09B/En2 - Olive (2022/23)	Rebecca Lawson

0 of 2409 selected Add to Enrolled Students →

Cancel OK

### Step five

Once you find the student(s), click the box next to their name(s) and select **Add to Enrolled Students.** You will see their name appear on the list on the right meaning they have now been added to that group. Finally, click **OK** then **Save.**



**Enroll / Unenroll Students**  
IAN FITZPATRICK'S CLASS

STUDENT LIST					ENROLLED STUDENTS (15)
<input type="checkbox"/>	Student Name	Username	Year	Class Enrolled	Staff Assigned
<input checked="" type="checkbox"/>	Carrick, Lee	LC	7	Lee's class, JB group, Rea...	Lee Carrick, Phil Woods

1 of 2409 selected Add to Enrolled Students →

Cancel OK