

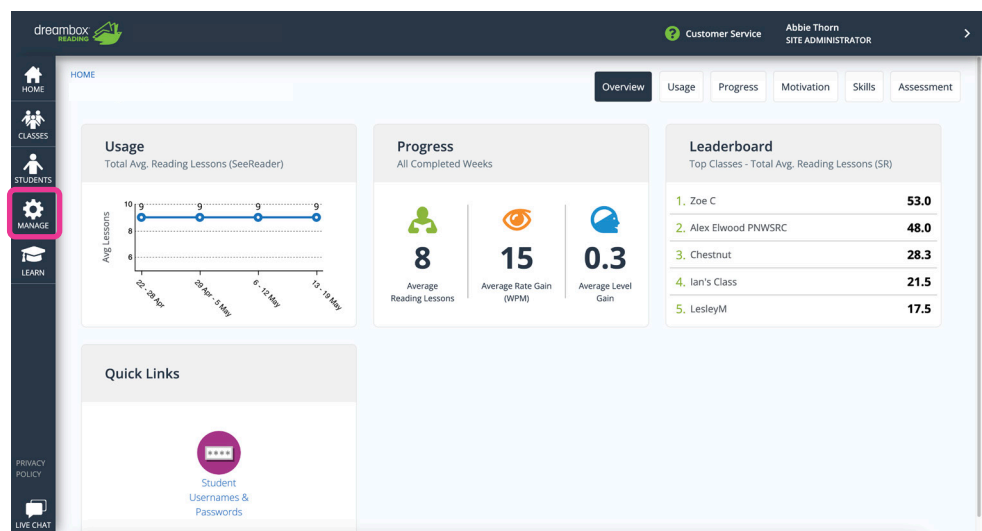
How to adjust class assignment settings

How to guide

By default, students' weekly assignment schedules are based on initial assessment results. Students within a class will have varied schedules with varied time requirements. Refer to the Class Placement Report to see students' weekly assignment schedules, based on the initial assessment. You can set the same number of weekly assignments for all students in Class Settings.

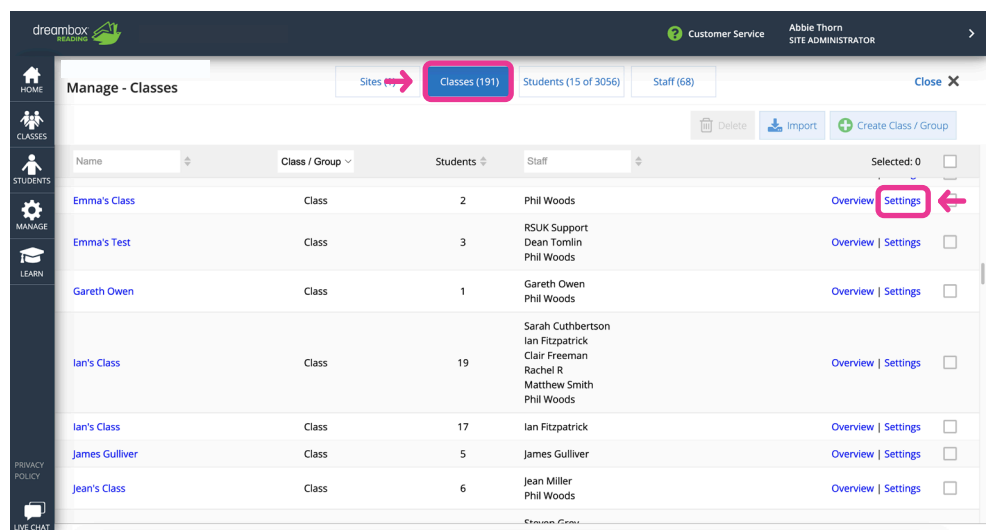
Step one

Click **Manage**.



Step two

Click **Classes**, then find the class you want to adjust and press the **Settings** button.



Step three

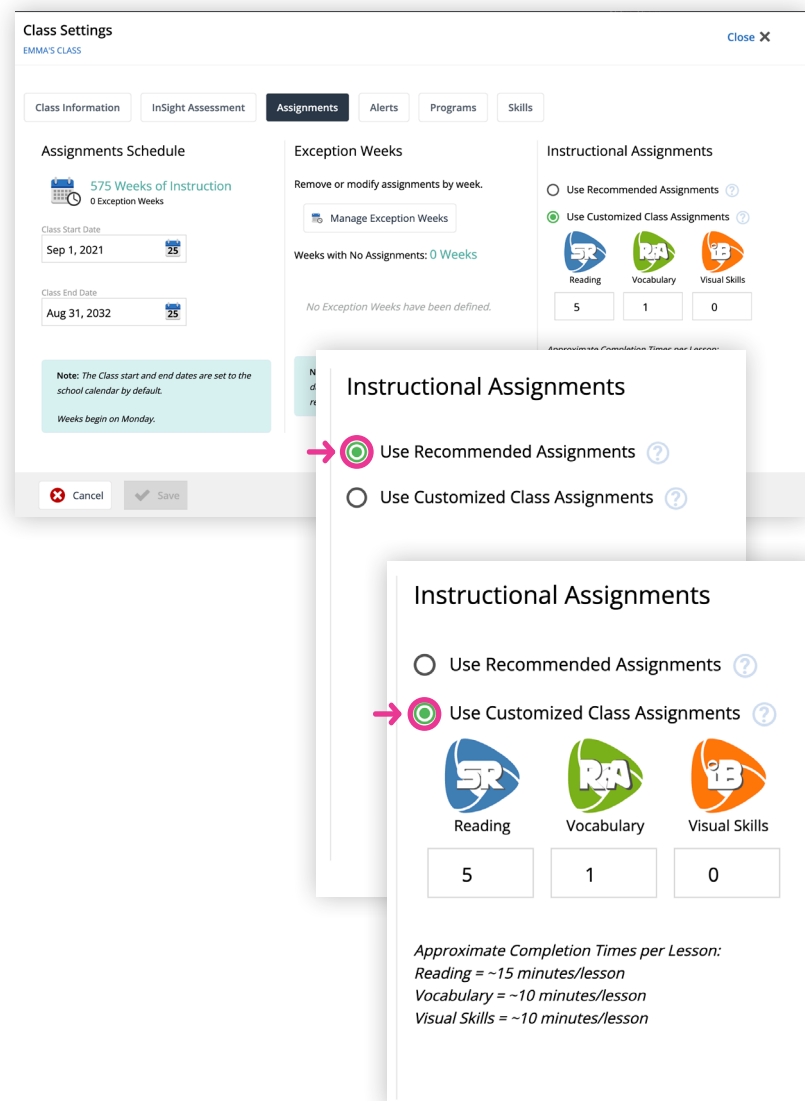
Click **Manage**.

Step four

Choose between using the **Recommended Assignments** and the **Customised Class Assignments**.

For **Customised Class Assignments**, type in the fields to define weekly assignments in Reading (SR), Vocabulary (RA) and Visual Skills (iB).

Once you are happy with everything, click **Save**.



The screenshot shows the 'Class Settings' window for 'EMMA'S CLASS'. The 'Assignments' tab is active. The 'Assignments Schedule' section shows '575 Weeks of Instruction' and '0 Exception Weeks'. The 'Class Start Date' is 'Sep 1, 2021' and the 'Class End Date' is 'Aug 31, 2032'. The 'Instructional Assignments' section has two radio button options: 'Use Recommended Assignments' (which is selected in the callout) and 'Use Customized Class Assignments'. Below these are three columns for 'Reading' (SR), 'Vocabulary' (RA), and 'Visual Skills' (iB) with input fields showing values 5, 1, and 0 respectively. A note at the bottom of the callout provides approximate completion times per lesson: Reading (~15 minutes/lesson), Vocabulary (~10 minutes/lesson), and Visual Skills (~10 minutes/lesson).

Note approximate time requirements as you set a weekly class schedule:

- 1 Reading (SeeReader) lesson = 15 minutes
- 1 Vocabulary (ReadAround) lesson = 10 minutes
- 1 Visual Skills (iBalance) lesson = 10 minutes