



## Classes



**Class and group management**  
Edit, create or delete a group





Classes and Group Management allows teachers to create a clear path for differentiation.

Mathletics allows you to differentiate for your students by creating up to 12 groups within each class. Each of these groups can be assigned its own curriculum course.

### Creating groups



- 1 Select **Class and Group Management**.
- 2 Click **+ Add a group** to the right of the class name.
- 3 Enter the name of the new group. **NOTE:** The name of the group will not be displayed to your students.
- 4 Click  to confirm.
- 5 Click **Done**  to return to **Class and Group Management**.

### Renaming a group



- 1 Click the group you wish to rename.
- 2 Select **Rename group** .
- 3 Enter the name of the new group.
- 4 Click  to confirm.




Rename your group

Enter the new name of the group



 


### Changing the course assigned to a group

- 1 Click the group you wish to edit.
- 2 Select **Change course** .
- 3 Select your country.
- 4 Select a grade level.
- 5 Select one of the courses listed.
- 6 Click  to confirm.

Country  Grade  Course 

Select country


 

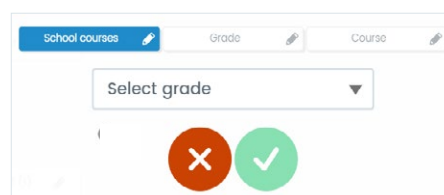
To change your selection click the  icon next to the option you wish to change to go back to that step.

## Classes

### Assigning a school course

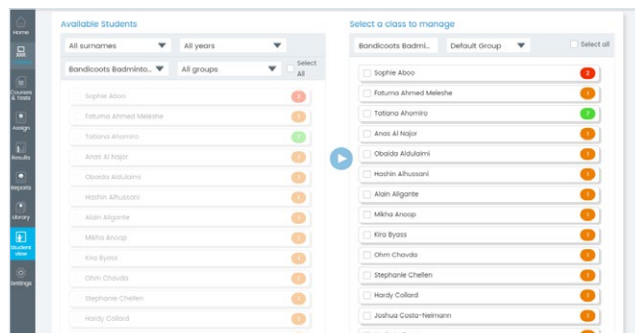
As well as assigning the Mathletics curriculum-aligned courses, you can assign courses that have been authored by teachers at your school, including those you have authored yourself following the procedure outlined on Page 10.

- 1 Click the group you wish to edit.
- 2 Select  .
- 3 Click  and choose **School courses** from the top of the menu.
- 4 Select a grade level.
- 5 Select one of the courses listed.
- 6 Click  to confirm.



### Moving students into a group

- 1 Click the group you wish to move students into.
- 2 Select  .
- 3 Follow the instructions in the **Student Management** section on Page 4.






## Classes

**Student management**  
Move students between classes and groups



Student Management allows you to move students between groups within your class, and add students to your class from other classes within your school.


## Moving students into a group

- 1 Select **Student Management**.
- 2 Select a **class** in the **Select a class to manage** section.
- 3 Select the **group** that you wish to move students into.
- 4 Select the same class as above in the **Available Students** section on the left-hand side.
- 5 By default you will now see a list of all of the students in the selected class. To narrow this list down, use the other filters in this section to choose students from a specific group, year level, or surname initial.
- 6 Select the students you wish to move by clicking the checkbox next to their name in the **Available Students** section. Alternatively, you can use the **Select all** checkbox when moving all of the students in this list across to the new group.
- 7 Select the  icon to move the students.



## Classes


### Moving students out of a group

- 1 In the [Available Students](#) section, select the **class** and **group** that the students are currently in.
- 2 In the [Select a class to manage](#) section choose the same **class** as above.
- 3 Select the **group** you wish to move the students to.
- 4 In the [Available Students](#) section select the students you wish to move.
- 5 Select the  icon to move the students.

### Moving students into a group from another class

**NOTE:** When moving students between classes you will be presented with two options:

- **Move:** The student will be moved out of their original class and into the new class.
- **Copy:** The student will remain in their original class and will also be added to the new class. In the Student Console the student can then choose which class they wish to work in using the drop-down menu beneath their avatar.  
This will allow two different teachers to assign different curriculum courses to that student.

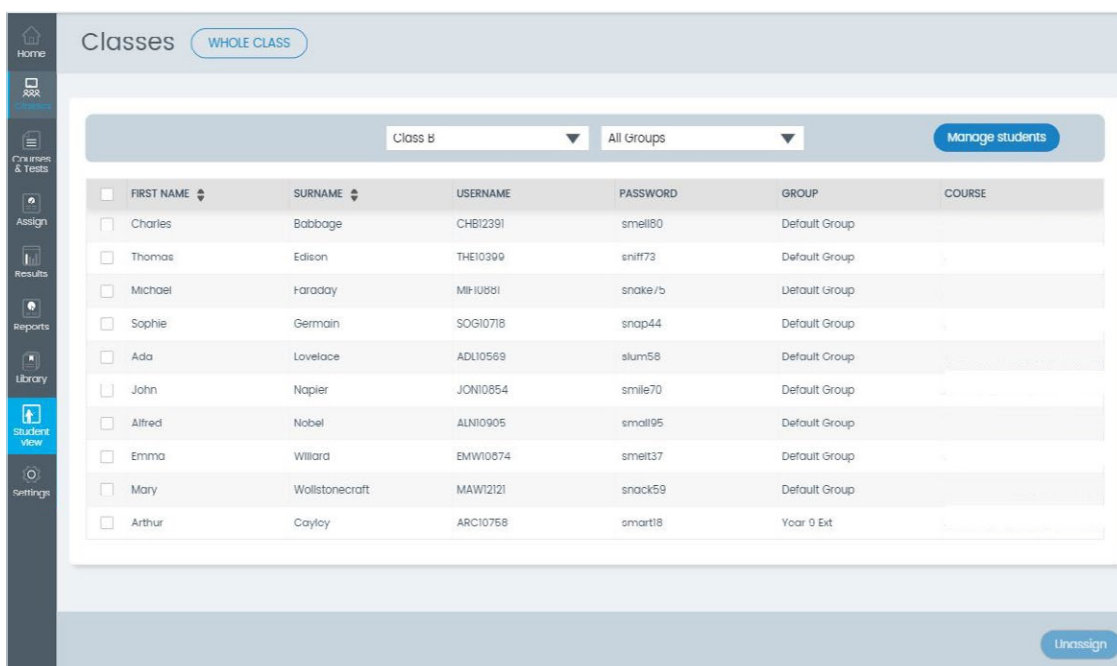
- 1 In the [Select a class to manage](#) section choose the **class** and **group** that you wish to move the student to.
- 2 In the [Available Students](#) section select the **class** the desired student is currently assigned to.
- 3 Select the student you wish to move.
- 4 Select the  icon to move the students.
- 5 Select **Move** (recommended in most instances) or **Copy**.

## Classes

**Whole class**  
View whole class details  
and unassign students



Whole Class gives you an overview of each student's group, course and login details.



The screenshot shows the 'Classes' interface with a 'WHOLE CLASS' tab selected. It features a table of student details and a sidebar with navigation options.


	FIRST NAME	SURNAME	USERNAME	PASSWORD	GROUP	COURSE
<input type="checkbox"/>	Charles	Babbage	CHB12391	smell80	Default Group	
<input type="checkbox"/>	Thomas	Edison	THE10399	sniff73	Default Group	
<input type="checkbox"/>	Michael	Faraday	MIF10581	snake75	Default Group	
<input type="checkbox"/>	Sophie	Germain	SOG10718	snop44	Default Group	
<input type="checkbox"/>	Ada	Lovelace	ADL10569	slum58	Default Group	
<input type="checkbox"/>	John	Napier	JON10854	smile70	Default Group	
<input type="checkbox"/>	Alfred	Nobel	ALN10905	small95	Default Group	
<input type="checkbox"/>	Emma	Willard	EMW10674	smelt37	Default Group	
<input type="checkbox"/>	Mary	Wollstonecraft	MAW12121	snack59	Default Group	
<input type="checkbox"/>	Arthur	Cayley	ARC10758	smart18	Year 9 Exit	

Buttons: Manage students, Unassign

### To change a student's password

- 1 Select **Whole Class**.
- 2 Double click the password.
- 3 Enter a new password.
- 4 Press the Enter key on your keyboard.

### To unassign a student from your class

- 1 Click the checkbox next to the student's name.
- 2 Click **Unassign** in the bottom right-hand corner.
- 3 Click  to confirm.

**NOTE:** Unassigning a student will completely remove that student from your class. If they are not assigned to any other class their access to Mathletics will be restricted.

## Classes


### Sign-in cards

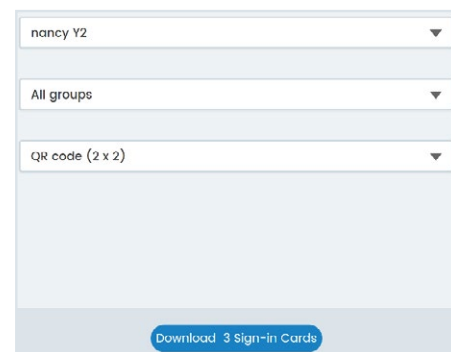
Download all students' usernames and passwords



Print sign-in cards to hand out to your students. This will provide them with their individual login information required to access Mathletics.

### Downloading and printing sign-in cards

- 1 Choose your class.
- 2 Choose a group filter, or select 'All groups'.
- 3 Choose a printing label size for the cards or select QR Code 2x2 print sign-in cards with a QR code and username and password details.
- 4 Click .



The screenshot shows a web interface for downloading sign-in cards. It features three dropdown menus: the first is set to 'nancy Y2', the second to 'All groups', and the third to 'QR code (2 x 2)'. Below these is a large empty rectangular area. At the bottom right, there is a blue button labeled 'Download 3 Sign-in Cards'.

**Note:** The cards will be downloaded in PDF format.