

Virtual Class



Virtual Class

- Overview — 3
- Create New Class**
 - Create New Virtual Class — 5 - 6
- Edit Group**
 - Edit My User Group — 8 - 9
- Delete Group**
 - Delete My User Group — 11

Virtual Class

Overview

Allows you to create virtual classes, meaning you are able to select pupils from different classes to form your **OWN** group(s).

Virtual class allows you to assign **Lesson Package(s)**, assign **Tests** and send **Announcements** to the selected group(s) only.

Administration



[Change Password](#)

[Reset Student Password](#)

[Virtual Class](#)

Virtual Class – Create New Class



Virtual Class

Create New Virtual Class

My Subjects

Collaboration

My Tools

Step 1:
Click **My Account**.

Admin

My Account

System Admin



Personal Admin
User Admin
Report Generation

Administration



Change Password
Reset Student Password
Virtual Class

Report Centre



Login Report
Function Report
Assignment Report
Today's Login Report
Subject Report

Resource
Sharing

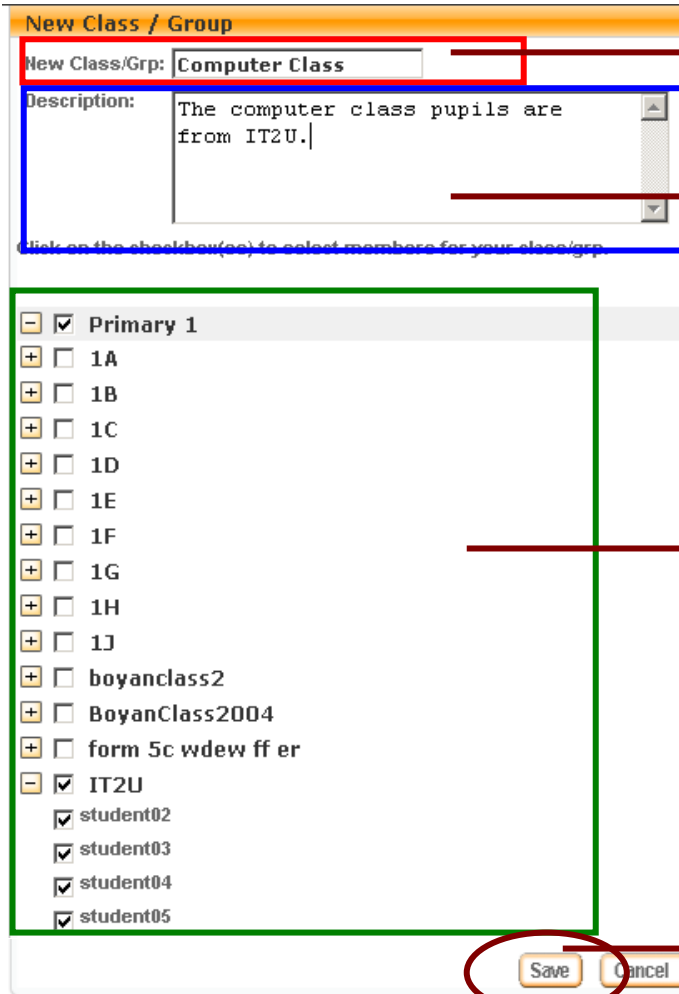


School Cluster List
Resource Search

Step 2:
Click **Virtual Class**.

Virtual Class

Create New Virtual Class



New Class / Group

New Class/Grp:

Description:

Click on the checkbox(es) to select members for your class/grp.

- Primary 1
 - 1A
 - 1B
 - 1C
 - 1D
 - 1E
 - 1F
 - 1G
 - 1H
 - 1J
- boyanclass2
- BoyanClass2004
- form 5c wdew ff er
- IT2U
 - student02
 - student03
 - student04
 - student05

Step 3:

Type in a class/group name.
(max. 20 characters)

Step 4: (Optional)

Provide a description for your
class/group.

Step 5:

Check on the boxes to select the
members from the list.

'+' – to expand the list

'–' – to collapse the list

Step 6:

Click **Save**.

Virtual Class – Edit Group



Virtual Class

My User Groups - Edit Group

My User Groups

User Group Name / Description		Last Modified Date
<input checked="" type="checkbox"/> Computer Class The computer class pupils are from IT2U.		12/29/2006
<input type="checkbox"/> Lynn Class 1A and 1B pupils only.		12/29/2006

Step 1:
Select the class/group to edit.

Step 2:
Click on **Edit Group**.

Virtual Class

My User Groups - Edit Group

Edit Class / Group

Edit Class/Grp:

Description:

student02
 student03
 student04
 student05

Click on the checkbox(es) to select members for your class/grp.

Primary 1
 Primary 2
 Primary 3
 Primary 4
 Primary 5
 Primary 6
 Teachers

Step 3:
Edit the Group name, Description and add/ remove members.

Step 4:
Click **Save**.

Virtual Class – Delete Group



Virtual Class

My User Groups - Delete Group

My User Groups

The screenshot shows a web interface for managing user groups. It features a table with columns for 'User Group Name / Description' and 'Last Modified Date'. The table lists two groups: 'Computer Class' (with sub-items 'student02' through 'student05') and 'Lynn Class'. A 'Delete Group' button is visible at the bottom of the table. A 'Microsoft Internet Explorer' dialog box is overlaid on the screen, asking 'Are you sure you want to delete the selected group(s)?' with 'OK' and 'Cancel' buttons. The 'OK' button is circled in red, and the 'Delete Group' button is also circled in red. A red line connects the 'Delete Group' button to a yellow callout box on the right, and another red line connects the 'OK' button to a yellow callout box at the bottom.

User Group Name / Description	Last Modified Date
<input checked="" type="checkbox"/> Computer Class The computer class pupils are from IT2U.	12/29/2006
<input checked="" type="checkbox"/> student02	
<input checked="" type="checkbox"/> student03	
<input checked="" type="checkbox"/> student04	
<input checked="" type="checkbox"/> student05	
<input type="checkbox"/> Lynn Class 1A and 1B pupils	

Step 1:
Click Delete Group.

Step 2:
Click OK to confirm.

The End