



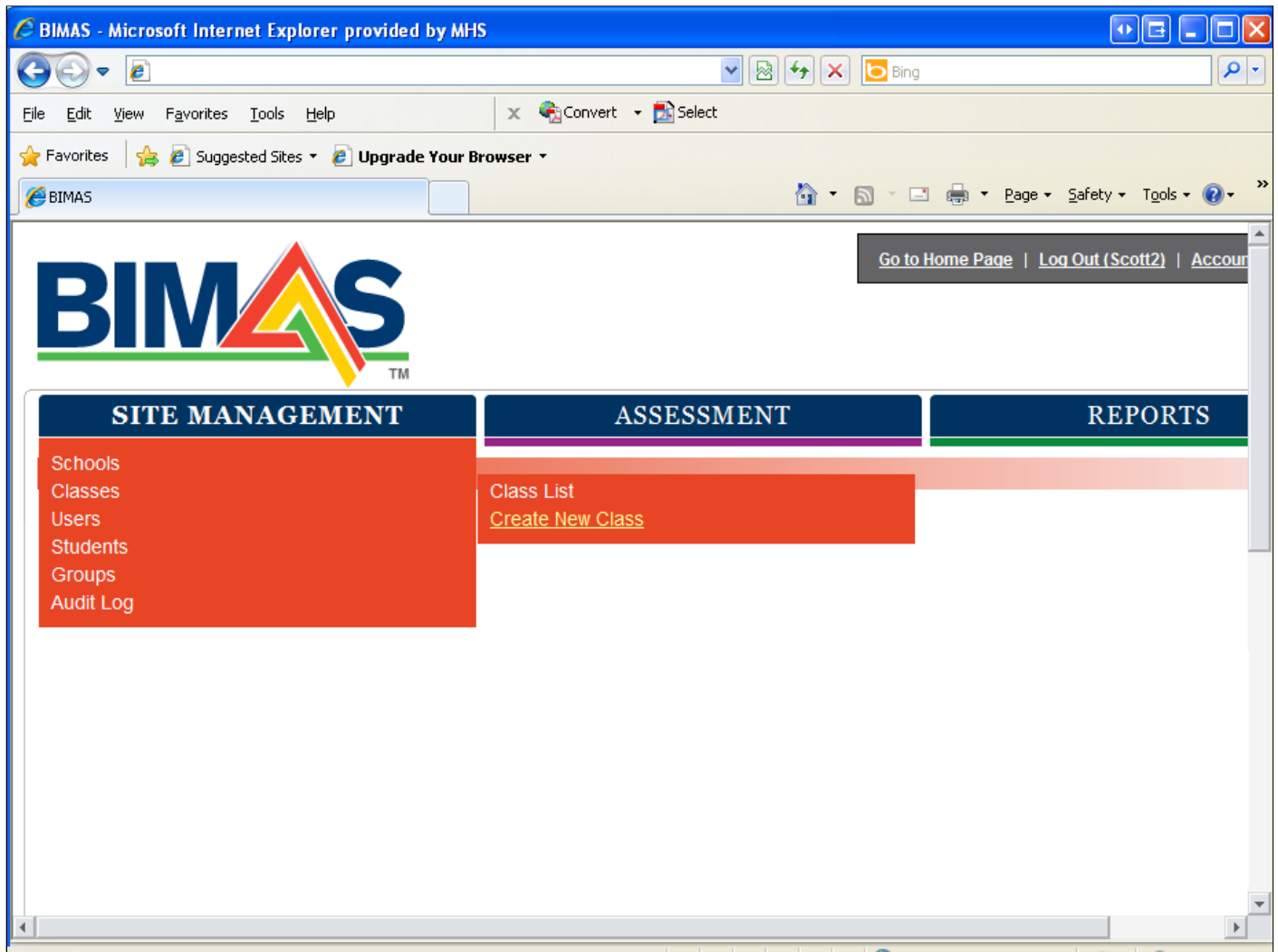
Class Setup & Entry



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To create a New Class:

1. Click **Site Management**.
2. Select **Classes**.
3. Select **Create New Class**.



Under **Class Setup**, complete the following fields:

1. **Class Name**
2. **School**

Click **Save and Proceed**.

You will now be able to assign students to this class. Refer to the help file *Student Setup & Entry*.

