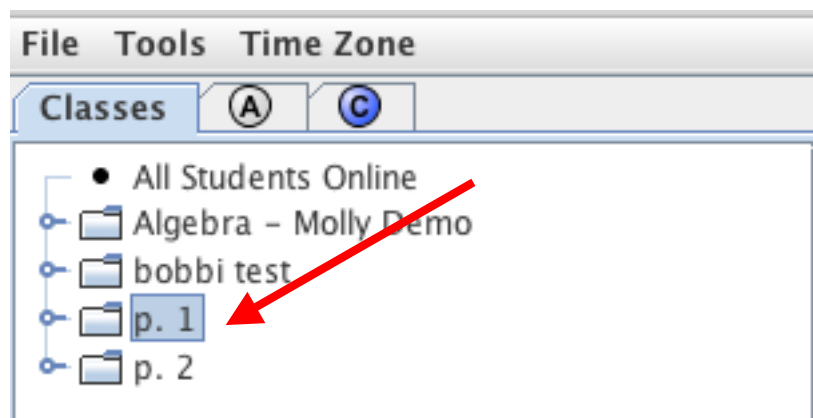




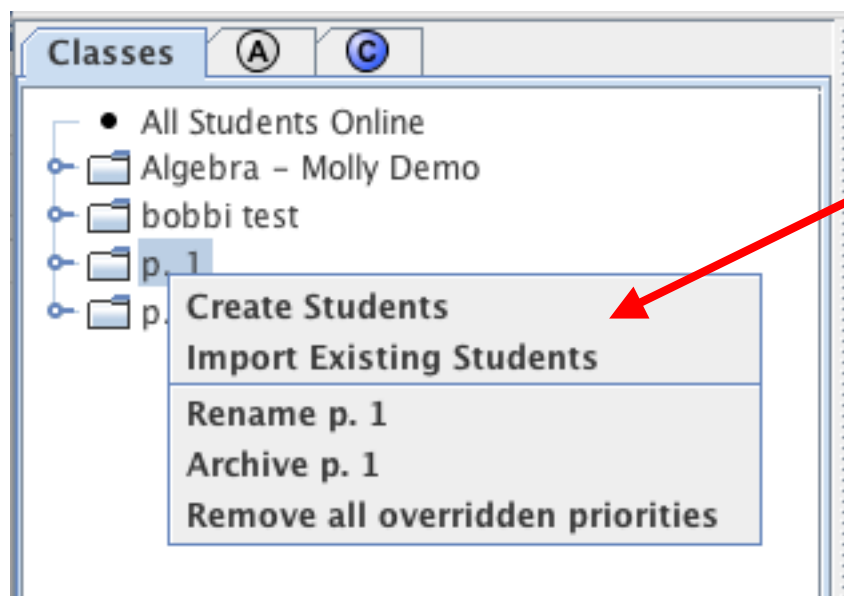
How to Add Existing Students

Students who already have accounts in the Get More Math system can be added to a class by their teacher. (This is a helpful function when students who have used the system in the past join a new class.)

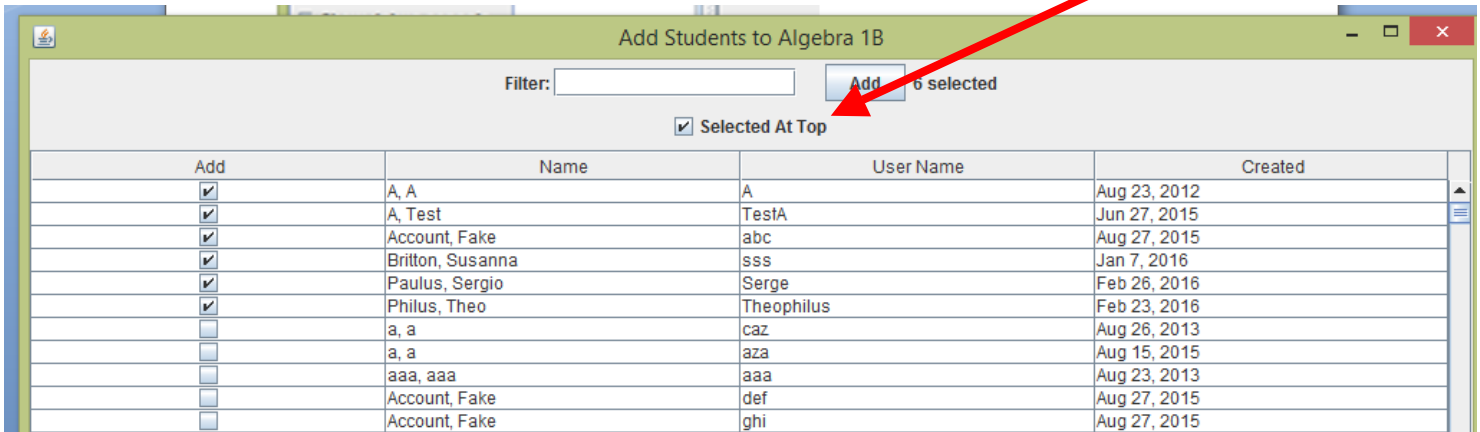
1. Select the class that you want to add students to.



2. Right click on the class folder, and select **Import Existing Students** from the dropdown menu.



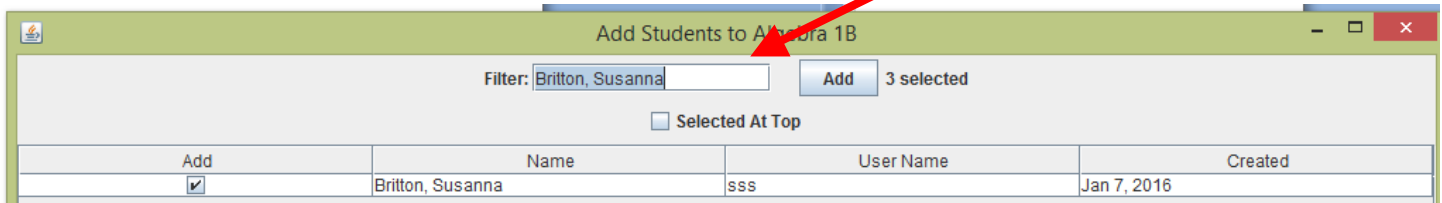
3. A database of students' names and user names will appear. Check the boxes beside as many students as you wish to add. (Each checked name will automatically move to the top of the list if you have "**Selected At Top**" checked.)



The screenshot shows a window titled "Add Students to Algebra 1B". At the top, there is a "Filter:" text box and an "Add" button with "6 selected" next to it. Below this is a checkbox labeled "Selected At Top" which is checked. The main area contains a table with the following columns: "Add", "Name", "User Name", and "Created".

Add	Name	User Name	Created
<input checked="" type="checkbox"/>	A, A	A	Aug 23, 2012
<input checked="" type="checkbox"/>	A, Test	TestA	Jun 27, 2015
<input checked="" type="checkbox"/>	Account, Fake	abc	Aug 27, 2015
<input checked="" type="checkbox"/>	Britton, Susanna	sss	Jan 7, 2016
<input checked="" type="checkbox"/>	Paulus, Sergio	Serge	Feb 26, 2016
<input checked="" type="checkbox"/>	Philus, Theo	Theophilus	Feb 23, 2016
<input type="checkbox"/>	a, a	caz	Aug 26, 2013
<input type="checkbox"/>	a, a	aza	Aug 15, 2015
<input type="checkbox"/>	aaa, aaa	aaa	Aug 23, 2013
<input type="checkbox"/>	Account, Fake	def	Aug 27, 2015
<input type="checkbox"/>	Account, Fake	ghi	Aug 27, 2015

4. Use the **Filter** function to locate specific students on the list.



The screenshot shows the same window as above, but the "Filter:" text box now contains "Britton, Susanna". The "Add" button now shows "3 selected". The "Selected At Top" checkbox is unchecked. The table below shows only one row:

Add	Name	User Name	Created
<input checked="" type="checkbox"/>	Britton, Susanna	sss	Jan 7, 2016

5. Click **Add** to add the selected students to the chosen class.

*****END*****