



Modifying Classes in Methodize

Teachers, counselors and administrators use classes to track student progress through Methodize's lessons and quizzes. Once you have created a class it is easy for you to modify the class to suit your needs.

To begin, go to your dashboard, and click the name of the class you want to modify. Teachers will only see their own classes in Methodize, so this screen should be pretty easy to navigate.

Students	
First Name	Last Name
1 Vallie	Bednar
2 Bebe	Bosco
3 Muriel	Fisher
4 Zelma	Hilpert
5 Gregg	Homenick
6 Ruby	McDermott

On the screen that appears you will have multiple options to adjust the settings for your class.

View Report: This choice will show you reports detailing your students' work.

Add Students: This choice will let you add (and remove) students from your class as described on the previous page.

Edit Class: This choice will let you change the name of the class, the course(s) associated with it, and the end date.

Delete Class: If you no longer need this class, or created it in error, you can delete the class here. This only affects the class--the student accounts are still active.