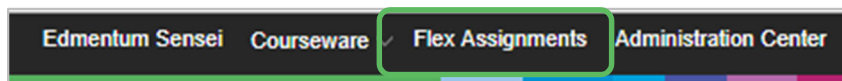


Create a Flex Class

Flex classes let you pull content from different Edmentum courses into a single individualized learning path. When you see a gap in student understanding, you can respond quickly by assigning targeted content to specific students. This content can be as short as a single lesson or as long as an entire course. Flex classes provide a valuable supplement for blended learning, first-time instruction, individualized learning, or various intervention models.

Flex classes will not appear on your My Course Sections page in Courseware.

1. Click **Flex Assignments** at the top of the page.



2. Click **Create Flex Class** (top right of the page).
3. Enter the class name and any additional instructors.
4. Search for students to enroll. You can search for individual students or view students by class or curriculum.

Students

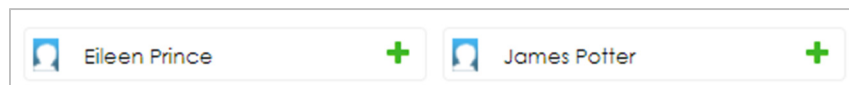
Search All Learners:

Class:

Assigned Curriculum:

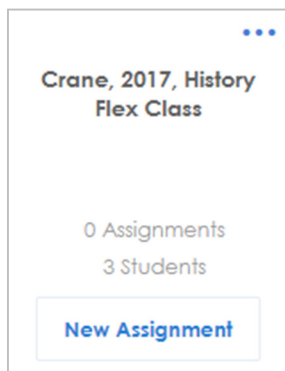
My Groups:

5. Click the green + next to a student's name to enroll him/her in the class.



6. When you are finished enrolling students, click **Create Flex Class**.

The new flex class appears.

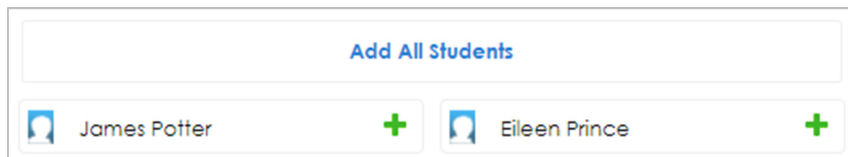


When you first create a flex class, it does not contain any content or assignments. To add content to a flex class, see the next section.

Create a Flex Assignment

Flex assignments form the content of flex classes. You can assign flex assignments to individual students or to an entire flex class.

1. From the Flex Assignments page, click **New Assignment** under the class name.
2. Under **Settings**, enter the assignment name and start date. Add additional settings information if desired.
3. Under **Students**, select the students who will complete this assignment by clicking the green + next to the students' names. If all students in the class will complete the assignment, click **Add All Students**.

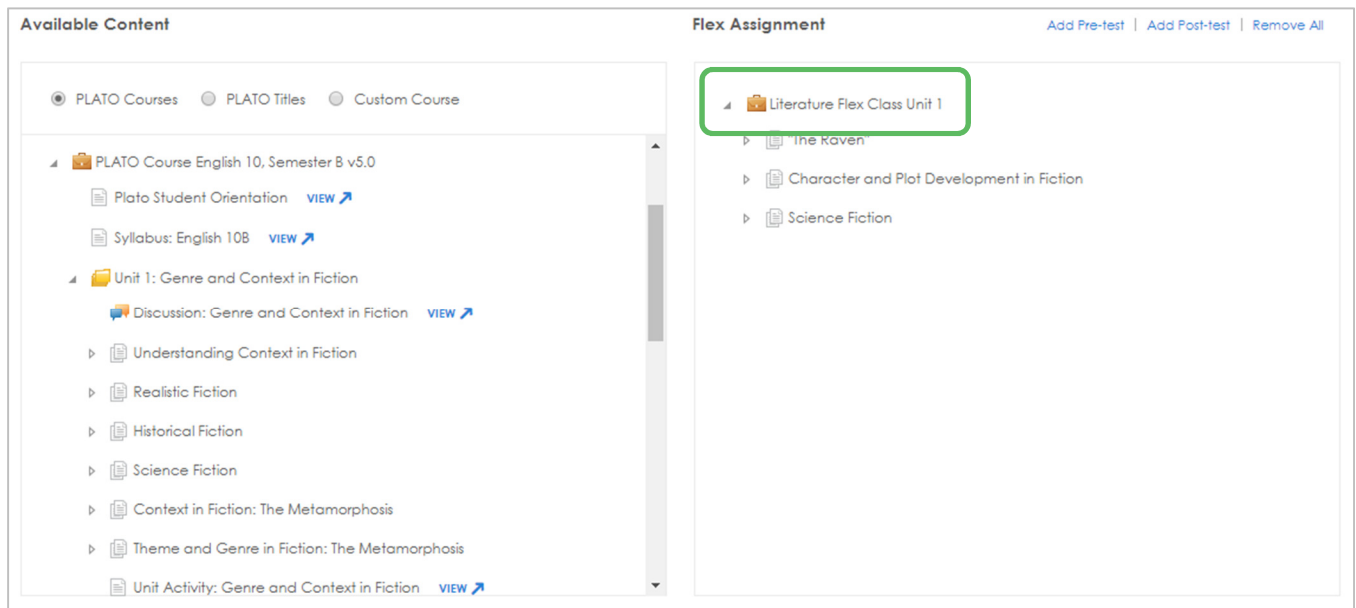


4. Under **Select Content**, choose the content for the assignment.

You can search for content by subject and grade or by standard. You can add entire units or single lessons from the course catalog. You can also combine multiple units or lessons into a single assignment.

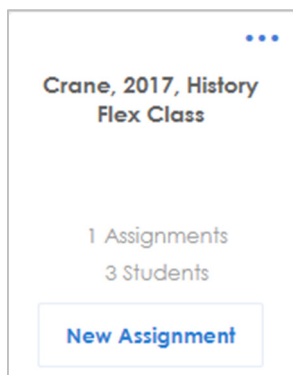
When you have found the content you want, drag it from the **Available Content** box to the briefcase icon in the **Flex Assignment** box (circled below).

Note: Choose content carefully. You cannot edit an assignment's content once you have created the assignment.



5. Click **Create Assignment**.

The assignment appears in the flex class.



View Student Progress on Flex Assignments

1. From the Flex Assignments page, click the flex class you want to view.
2. Click the flex assignment you want to view.

The flex assignment page shows student progress.

History Flex Class Unit 1

Due August 7th, 2017

Student ^

	Progress
<div style="display: flex; align-items: center;"> James Potter </div>	<div style="display: flex; justify-content: space-around;"> ● ● ● </div>
<div style="display: flex; align-items: center;"> Eileen Prince </div>	<div style="display: flex; justify-content: space-around;"> ★ ● ● </div>
<div style="display: flex; align-items: center;"> Oliver Wood </div>	<div style="display: flex; justify-content: space-around;"> ● ● ● </div>

Click a green progress icon to view more details.

Eileen Prince

★ ● ●

Discovering the Ancient Past

●

Discovering the Ancient Past: Tutorial

Last accessed - 7/24/2017 1:26 pm

[Edit](#)

Time on Task
01:08:50

▶

★

Discovering the Ancient Past: Mastery Test

Mastered - 7/24/2017 1:36 pm

[Edit](#) [Reset](#)

Tries	Time on Task	Score
1	00:10:10	80

▶

Page 4 of 7

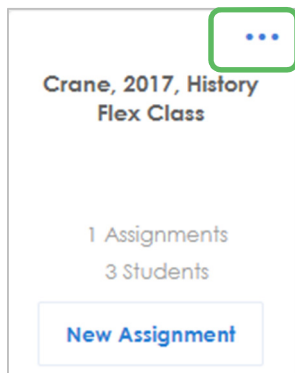
Customer Support
800.447.5286
support@edmentum.com

09.18.2017

Edit a Flex Class

You can edit a flex class's name, instructors, and students.

1. From the Flex Assignments page, click the **More Options** icon next to the flex class name.

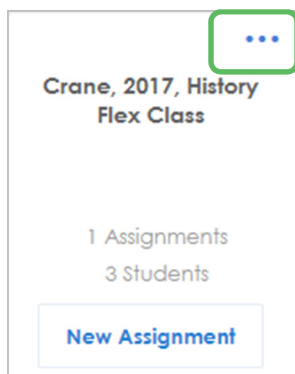


2. Select **Edit Class** from the drop-down that appears.
3. Edit the flex class as needed, and click **Save & Close**.

Deactivate a Flex Class

You cannot delete flex classes, but you can deactivate them. Deactivating a flex class removes it from students' view.

1. From the Flex Assignments page, click the **More Options** icon next to the class name.

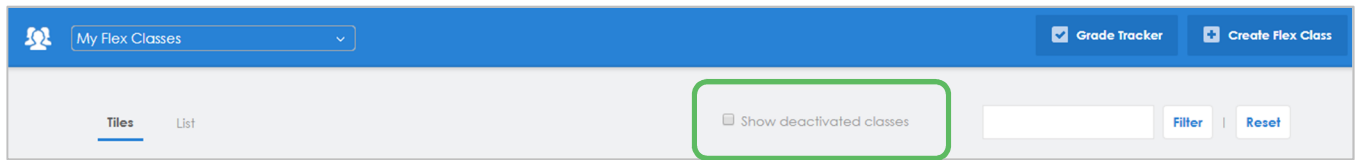


2. Select **Deactivate** from the drop-down that appears.
The **Confirm Class Deactivation** window appears.
3. Click **OK**.
The class disappears from your list of classes.

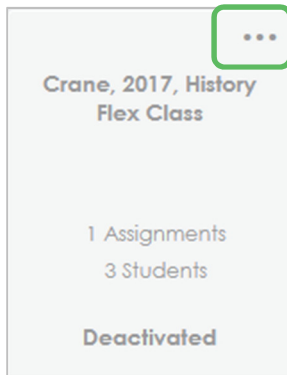
Reactivate a Flex Class

Reactivating a flex class restores it to students' view.

1. From the Flex Assignments page, click the **Show deactivated classes** box.



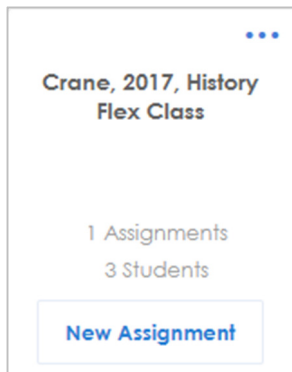
2. Click the **More Options** icon next to the class name, and click **Activate**.



The **Confirm Class Activation** window appears.

3. Click **OK**.

The class appears as activated.



Edit a Flex Assignment

You can edit a flex assignment's name, start date, due date, instructions, number of attempts at mastery tests, and students. **You cannot edit an assignment's content.**

1. From the Flex Assignments page, click the flex class that houses the assignment you want to edit.

2. Click the **More Options** icon next to the assignment name, and select **Edit Assignment** from the drop-down that appears.



3. Edit the flex assignment as needed, and click **Save & Close**.

Deactivate a Flex Assignment

You cannot delete flex assignments, but you can deactivate them. Deactivating a flex assignment removes it from students' view.

To reactivate a flex assignment, see the next section.

1. From the Flex Assignments page, click the flex class that houses the assignment you want to deactivate.
2. Click the **More Options** icon next to the assignment name, and select **Deactivate Assignment** from the drop-down that appears.



The **Confirm Assignment Deactivation** window appears.

3. Click **OK**.
The assignment moves to the list of inactive assignments.

Reactivate a Flex Assignment

Reactivating a flex assignment restores it to students' view.

1. From the Flex Assignments page, click the flex class that houses the assignment you want to reactivate.
2. Click the **More Options** icon next to the assignment name, and select **Reactivate Assignment** from the drop-down that appears.



The assignment moves to the list of active assignments.