



Toolkit

Teachers :

To create a student group



Your students are using digital workbooks and/or are doing interactive activities? You want to set up the interactive exercises, check their results and correct their answers in their digital workbook? It's simple: create a group and invite your students to join it.

Creating a group

1. Select the resource in your bookshelf.
2. Click the icon  located under the thumbnail of the selected component that you want to share.



3. Click “Create a new group”
 - Input the name you want to give to the group.
 - Click “Create”
 - IMPORTANT: write down the 6 letter code  **ABCDEF** of the key and keep it safely for later use.
 - Click “OK”

Your group is now created.



Adding another component to the group (digital workbook or interactive activities):

- Click the icon  under the thumbnail of the component you want to add
- Select the group(s) to associate with the content
- Click « OK »

Adding a group to a component already associated to another group:

- Click the icon 
- Click "Modify groups for..."
- Click "Create a new group"

If you are teaching in an elementary school:

You will have received an email containing the usernames and passwords of 30 student accounts, together with the activation code of your resource. The interactive activities are already functional. We recommend that you safely keep this information in a document and that you write the names of the students together with the username and password attributed to each respective name.

It is also advised to keep these details together with the name of the group and the 6 letter code.