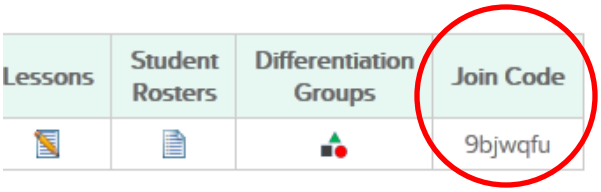
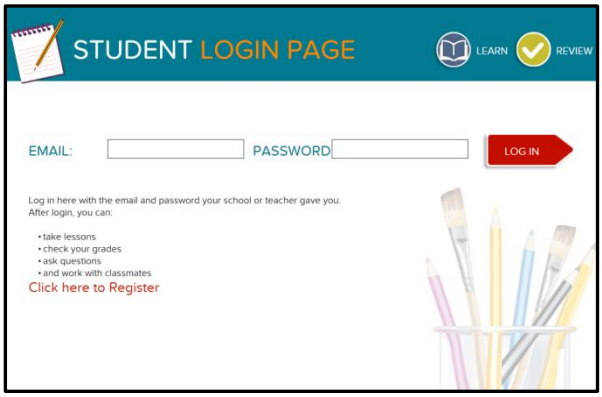
Quick Start Guide to Online Instruction

Please note that online lessons are a premium feature. To find out more about upgrading, please check out: http://www.lessonwriter.com/Home/LearnMore

ENROLLING STUDENTS



1. Go to the MANAGE section of LessonWriter.com and click "Create/ Edit Classes" and write down the **Join Code** for the class you want students to enroll in.
2. Have students register at **StudentLoginPage.com** and add the class code to their registration. (If students have already registered, they can login and add the **Join Code** to their existing account.)



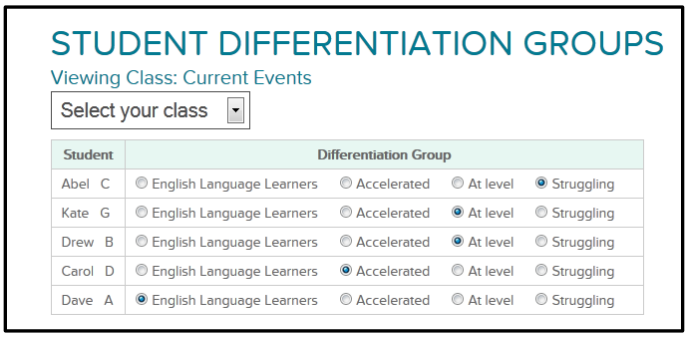
ASSIGNING ONLINE LESSONS

1. Create video and text-based lessons by going to the **TEACH** section.
2. When you are ready to have students take these lessons online, go to the **MANAGE** section and click on the "Assign work" link in the **Students** column.
3. Select the class and lesson you want to teach.
4. Click the **Status** icon and change the setting to "Assigned".

PUTTING STUDENTS IN DIFFERENTIATION GROUPS

(To use this feature you must first create differentiation groups. If you need help, check out the *Quickstart Guide to Classes.*)

1. Go to the **MANAGE** section, and click on "Differentiation" in the **Students** column.
2. Select the class you want to differentiate.
3. Use the radio buttons to assign students to the appropriate differentiation group. Once you do this students will automatically receive the right customizations whenever you assign online work.



GRADING ONLINE WORK

1. Go to the **MANAGE** section and click "Grade online work" in the student column.
2. Select the class with the assignments that you would like to grade.
3. Click on the "Assessment" icon, to view individual student work and grade it.

COMMUNICATING WITH STUDENTS

1. Co to the **COLLABORATE** section and click on the "Create New Message" link under communicate.
2. Compose your message and click the **Student** tab to send it to students.