

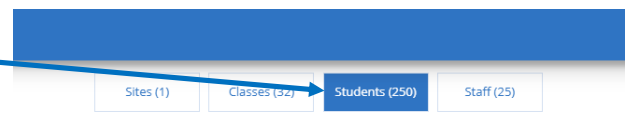


## Adding new (individual) pupils to Reading Plus

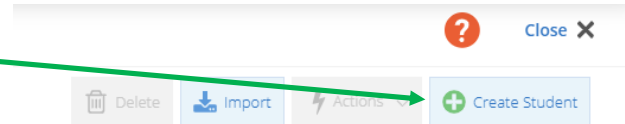
To add new (individual) pupils to Reading Plus, login as an Educator to Reading Plus and select the **Manage** Tab.



Then select **Students**.



And then **+Create Student**.



Complete the **Student Information** portion with their details and then select **Enrolment** to add them to their Class (and Group if necessary).

Create STUDENT

Student Information

Enrollment

First Name\*

Middle Name

Last Name\*

Student#

Username\*

Password\*

Site\*

Reading Solutions UK Limited

Year\*

0

Class(es)

Enroll / Unenroll in a Class

Not Enrolled

0

Group(s)

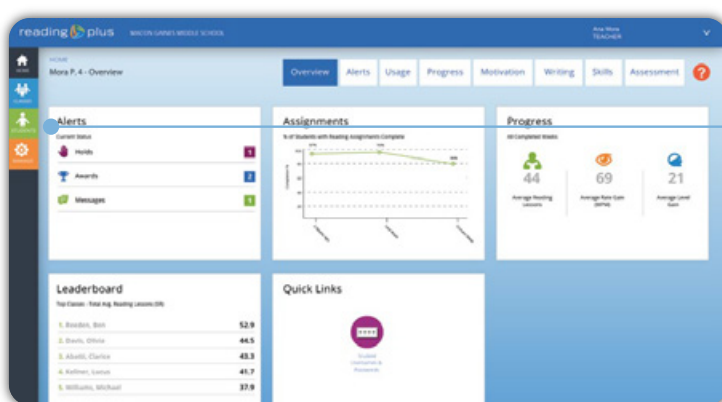
Enroll / Unenroll in a Group

Not Enrolled

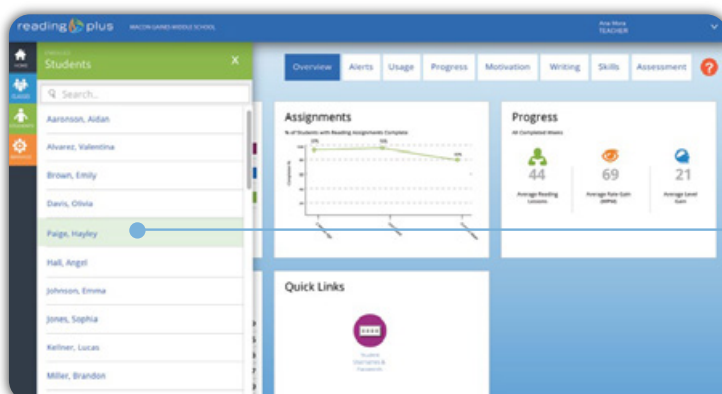
## How to adjust assignments for an individual student

After completion of the initial assessment, Reading Plus recommends assignments to meet each student's needs. Teachers may choose to change Recommended Assignments for an individual student.

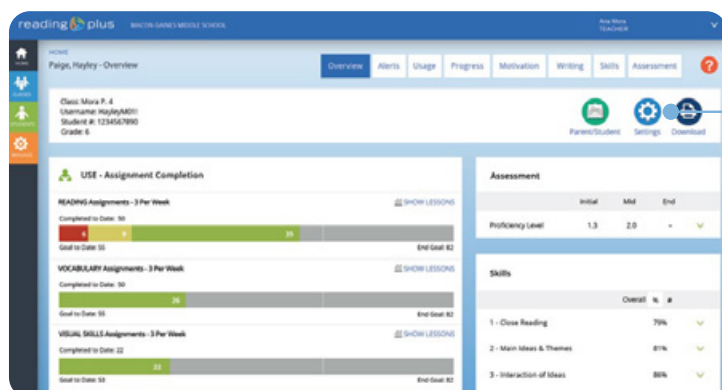
To adjust assignments for an individual student:



Click *Students*.



Click the student whose assignments you want to adjust.



Click *Settings*.

## How to adjust assignments for an individual student

**Edit Student**  
HAYLEY PAGE

Student Information   InSight Assessment   **Assignments**   Alerts   Writing   Programs

First Name\*  
Hayley

Middle Name

Last Name\*  
HayleyM011

Grade\*  
6

Gender

Username\*  
HayleyM011

Race

Click Assignments.

**Assignments**   Alerts   Programs   Skills

**Exception Weeks**

Remove or modify assignments by week.

[Manage Exception Weeks](#)

Weeks with No Assignments: 0 Weeks

No Exception Weeks have been defined.

**Instructional Assignments**

Reading   Vocabulary   Visual Skills

5   1   0

☐ Use Recommended Assignments

☒ Use Customized Class Assignments

☐ Use Customized Student Assignments

Approximate Completion Times per Lesson:  
Reading = ~15 minutes/lesson  
Vocabulary = ~10 minutes/lesson  
Visual Skills = ~10 minutes/lesson

- Select *Use Customized Class Assignments*.
- Enter the number of lessons in Reading, Vocabulary, and Visual Skills you want your student to complete each week.
- Click *Save*.

### Tip

We recommend you use customized class assignments set at 5 Reading Lessons and 1 Vocabulary lesson. This ties in with our usage recommendations of 3 x 30-minute sessions per week with the primary focus on reading.

### Approximate Completion Times per Lesson:

- **Reading** = ~15 minutes/lesson
- **Vocabulary** = ~10 minutes/lesson
- **Visual Skills** = ~10 minutes/lesson