

In addition to the groups already created, you will now create a Demo group for the Demo student you were given. This will allow you to log into the student platform and model aspects of lessons for your students.

- 1. After logging on, go to Groups and Assignments. All of your groups will be listed.
- 2. Click Create a Group.

oup.								
My Student Groups @						The total # of	groups:12. c	reate a Group
View Active/Archived:	Active Only		~					
Group Name	Group Key	Owner Name	Status	Edit	Students	Assignments	Login Info	Status Chan
Anderson 2A English 8	VAN1556009	India Monroe	Active	Ø	ŝ	¢	\mathcal{O}	۲
Anderson 3A English 8	VAN1556007	India Monroe	Active	Ø	ŝ	¢	P	۲

3. Name the group so it includes your last name, the word "Demo," and the year: Ex. Anderson Demo 23-24. You do not need to fill

in any other fields. Hit Save. You will now see an option to add students. Click on Students.

Demo Anderson 23-24

Group Info	Students	Assignments	
Hierarchy:	N		Created:
PLC School	•		1/5/24 20:12:07
Group Type:			Last Modified:
CLASS			1/6/24 01:12:17
Group Name	•:		
Demo Ande	erson 23-24		
Teacher Nam	e*:		

4. Locate your Demo student from the students listed on the right and click on the white box. Hit **Save** at the bottom of your screen.

user records available Search By Name:	1 to 50 o	of 316 Users	Search By Name:	
		Last Name	*	First Name
Last Name First Name		01Student		Demo1
There are no current members.		02Student		Demo
Do you want to add students to your group?		03Student		Demo
Select the name(s) from the roster on the right by checking the box. You can then use the save button to move the student into		04Student		Demo
your group list.		05Student		Demo

5. Your Demo student will now appear in your Demo class. You can now assign a prompt to your demo student and then log in as the Demo student to view and interact with the prompt on the student platform.

Students of Demo Anderson 23-24:	Students to add to Demo Anderson 23-24:				
Check to remove student(s) from group. Then click the Save button. (Click - to select all.)	Check to add student(s) to the group. Then click the Save button. (Click + to select all.)				
View Student Login Info	ALL Grade Levels				
1 to 1 of 1 Users Search By Name:	1 to 50 of 315 Users Search By Name:				
Last Name 🔶 First Name	+ Last Name 🔺 First Name				
Demo1	Demo				
50 v records per page First 1 Last	O3Student Demo				

Creating a Demo Group for Modeling

Note: For single sign-on accounts the student log-in will match the student ID and the password

will be myaccess. You will need to go to the MY Access! web site and sign on https://www.myaccess.com