

My classes

03/23/2026 7:45 pm EDT

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My classes refers to the list of classes where the training manager is responsible.

Basic information is displayed for each class:

- Level
- Grade
- Number of students
- Start and end dates

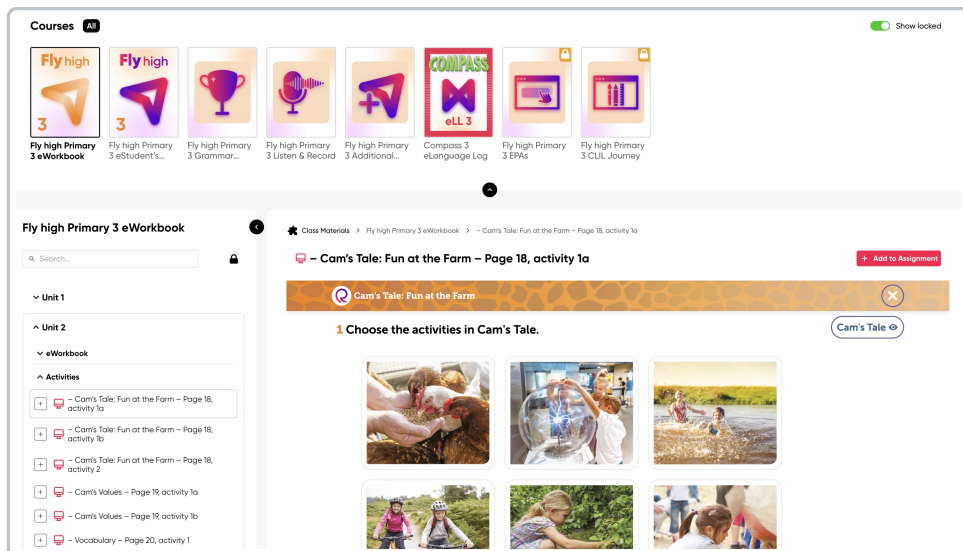
There is a search bar available to quickly and efficiently locate classes, as well as an option to filter classes by grade.

The screenshot shows the 'My Classes' interface. At the top left is a group icon and the title 'My Classes'. To the right is a search bar with the placeholder text 'Search...' and a 'Level' filter dropdown menu set to 'All'. Below the header, there are three class cards. Each card features a small image of a person at a computer, the class name, a level tag, the grade, the number of students, and the start and end dates.

Class Name	Level	Grade	Students	Start Date	End Date
Compass	Primary	6° Sexto Primaria	2 students	12/09/2024	30/12/2024
Fly High Primary	Primary	6° Sexto Primaria	2 students	12/09/2024	30/12/2024
Fly high Secondary	Secondary	2° Segundo Secundaria	2 students	14/10/2024	28/12/2024

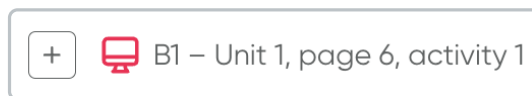
To access the class:

1. Click on the banner of the class you want to enter.
2. The class will open, and all uploaded materials will be displayed.



To create assignments in the class:

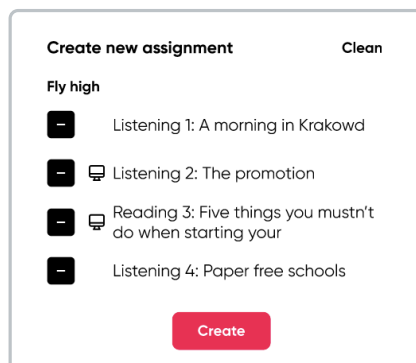
1. Select the product. You can choose from the uploaded series or view all.
2. Click on the plus symbol (+).



3. View the total of added activities at the top right.



4. Click on **Create**.



- In the **General** option, assign a **title**, describe the **instructions**, and set the **start and end dates** of the new assignment.

The screenshot shows the 'New assignment' dialog box for 'English 1A'. The 'General' tab is selected. It features a 'Title' input field, a larger 'Instructions' text area, and two date pickers for 'Start date' and 'End date'. At the bottom, there are 'Cancel' and 'Send' buttons.

- In the **Content** option, the created assignments are listed.

The screenshot shows the 'New assignment' dialog box for 'English 1A' with the 'Content' tab selected. A toggle switch is turned on, labeled 'Students has to complete the content in order'. Below this, a list of four assignments is shown, each with a dropdown arrow, a document icon, a title, a source, and a trash icon:

▼ ▲	📄 Part 1: Reading 1	Fly high - Workbook BI	🗑️
▼ ▲	📄 Part 1: Vocabulary 1	Fly high - Workbook BI	🗑️
▼ ▲	📄 Part 1: Reading 2	Fly high - Workbook BI	🗑️
▼ ▲	📄 Part 1: Vocabulary 2	Fly high - Workbook BI	🗑️

'Cancel' and 'Send' buttons are at the bottom.

- In the **Students** option, all the students in the class are listed.

The screenshot shows the 'New assignment' dialog box for 'English 1A' with the 'Students' tab selected. It features a search bar labeled 'Search student' and a list of students with checkboxes for selection:

- Select all
- Juan Alejandro Martín Gómez
- Jerome Bell
- Annette Black
- Brooklyn Simmons
- Ralph Edwards
- Darrell Steward
- Kathryn Murphy
- Brooklyn Simmons

'Cancel' and 'Send' buttons are at the bottom.

5. Click on **Send**.