

BINARY ELT SKILLS

*Grades Management
Platform*

Instructions for Teachers



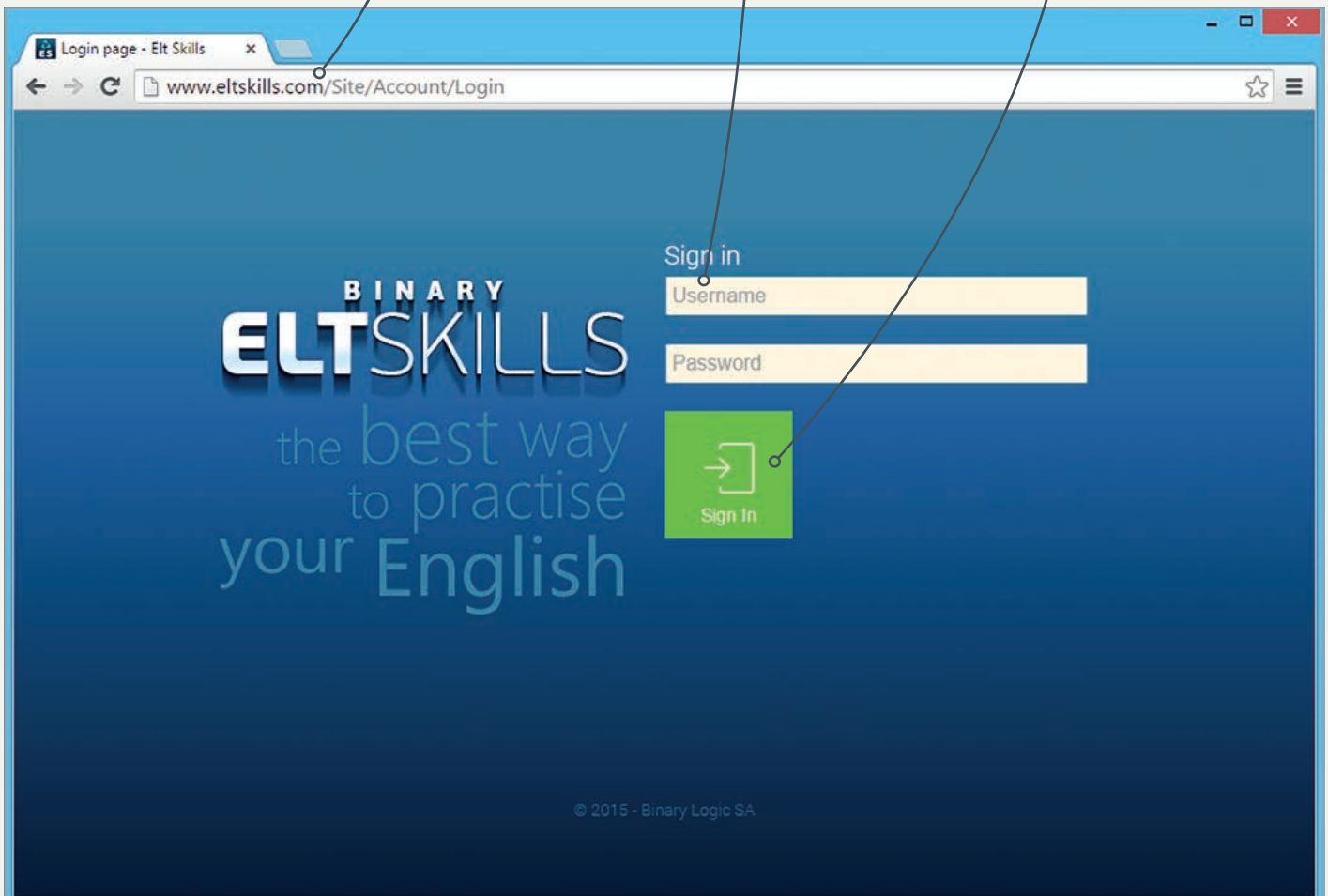
binarylogic

www.binarylogic.net

As a teacher you have access to the classes your supervisor has assigned to you.

Contact your school supervisor for your account.

- 1 Go to our website www.eltskills.com
- 2 Sign in by typing your **Username** and **Password**.
- 3 Click **Sign in**.



To add students to a class:

In the tab **Classes** click **Edit**.

1

The screenshot shows the 'Elt Skills' web application interface. At the top, there's an 'Admin Panel' with 'Management' and 'Reports' sections. The main content area is titled 'Teacher' and has three tabs: 'Classes' (selected), 'Students', and 'Unlock Requests'. Below the tabs, there are two tables of student data. The first table is titled 'Class : Unsorted students' and the second is 'Class : Grade 2B Edit'. A callout box with the number '1' points to the 'Edit' link next to the 'Grade 2B' class header.

Class : Unsorted students			Class : Grade 2B Edit		
Username	LastName	FirstName	Username	LastName	FirstName
533103	Taylor	Monique	533341	Davis	Nicole
533104	Rodriguez	Thomas	533342	Miller	Simeon
533105	Smith	Tony	533343	Smith	George
533106	Terry	Tony	533344	Rodriguez	George
533107	Taylor	Mary	533345	Smith	Irene
533108	Maicon	Irene	533346	Bineli	Juan
533109	Rodriguez	Mary	533347	Franco	Tony
533110	Ramirez	Nicole	533348	Miller	George
533111	Robbins	Carter	533349	Padilla	Mary
533112	Eliot	Carter	533350	Eliot	Tony
533113	Taylor	Cecelia	533351	Montana	Monique
533114	Bineli	Mary	533352	Maicon	Nicole
533115	Smith	Susan	533353	Montana	Monique
533116	Montana	Mary	533354	Franco	Cecelia

The list of the registered students in the **Unsorted students** class appears. Click the student you want to add to your class and then click **>**. **2** Do the same for all the students you want to add. Click **<** to move the selected student from your class to the **Unsorted students** class. Click **>>** or **<<** to move all the students.

Note: If you want to move students, for example from **Class 1** to **Class 2**, first you have to move them from **Class 1** to **Unsorted students** and then from **Unsorted students** to **Class 2**.

2

The screenshot shows the 'Edit Class' interface. On the left, there's a 'Default Class' table with columns 'LevelName', 'UserName', and 'FullName'. On the right, there's a 'Grade 2B' table with columns 'LevelName', 'UserName', 'LastName', and 'FirstName'. A callout box with the number '2' points to the right arrow (>) between the two tables, indicating the action of moving students from the 'Default Class' to the 'Grade 2B' class.

Default Class			Grade 2B rename			
LevelName	UserName	FullName	LevelName	UserName	LastName	FirstName
ELT Skills Pre-Intermediate	533103	Taylor Monique	ELT Skills Pre-Intermediate	533341	Davis	Nicole
ELT Skills Intermediate	533104	Rodriguez Thomas	ELT Skills Upper-Intermediate	533342	Miller	Simeon
ELT Skills Pre-Intermediate	533105	Smith Tony	ELT Skills Upper-Intermediate	533343	Smith	George
ELT Skills Intermediate	533106	Terry Tony	ELT Skills Upper-Intermediate	533344	Rodriguez	George
			ELT Skills Upper-Intermediate	533345	Smith	Irene

To edit student data:

Admin Panel | Dashboard | School name : World Language Schools | School code : 76041 | Teacher

Management | Reports

School

Classes | Teachers | **Students** | Unlock Requests

Group by: Class

Username	Last Name	First Name	Level Name	Final Grade	#
533373	Montana	Susan	ELT Skills Upper-Intermediate	57%	Edit
533374	Carter	Carter	ELT Skills Upper-Intermediate	58%	Edit
533375	Alexander	Alexander	ELT Skills Upper-Intermediate	40%	Edit
533376	Smith	Paul	ELT Skills Upper-Intermediate	73%	Edit
533377	Robbins	Juan	ELT Skills Upper-Intermediate	78%	Edit
533378	Miller	Mary	ELT Skills Upper-Intermediate	67%	Edit
533379	Terry	Carter	ELT Skills Upper-Intermediate	37%	Edit
533380	Bineli	George	ELT Skills Upper-Intermediate	49%	Edit
Class Name: Grade 1B (Count: 12)					
533361	Rodriguez	M		59%	Edit
533362	Padilla	P		82%	Edit
533363	Franco	M		79%	Edit

In the tab **Students** you can see all the students' **names** sorted by class, as well as their **level** and **final grade**. You can change their personal data, by clicking **Edit**. **1**

Make the changes you want and click **Update** to save them or **Cancel** to discard them. **2**

You can see (but not change) the student's password by clicking **Show Password**. **3**

Use the **Filter your data** area to narrow your list.

Username: 533373 Activation date : 01/01/1999

Surname:

Name:

[Update](#) [Cancel](#)

Unlock requests:

In the **Unlock requests** tab, you can see the list of the unlock requests your students have sent you.

1

Check if you want to give your student one more chance to work again with the specific activity so to have the opportunity to improve his grade and click **Unlock**.

2

Admin Panel | Dashboard | School name : World Language Schools | School code : 76041 | Teacher

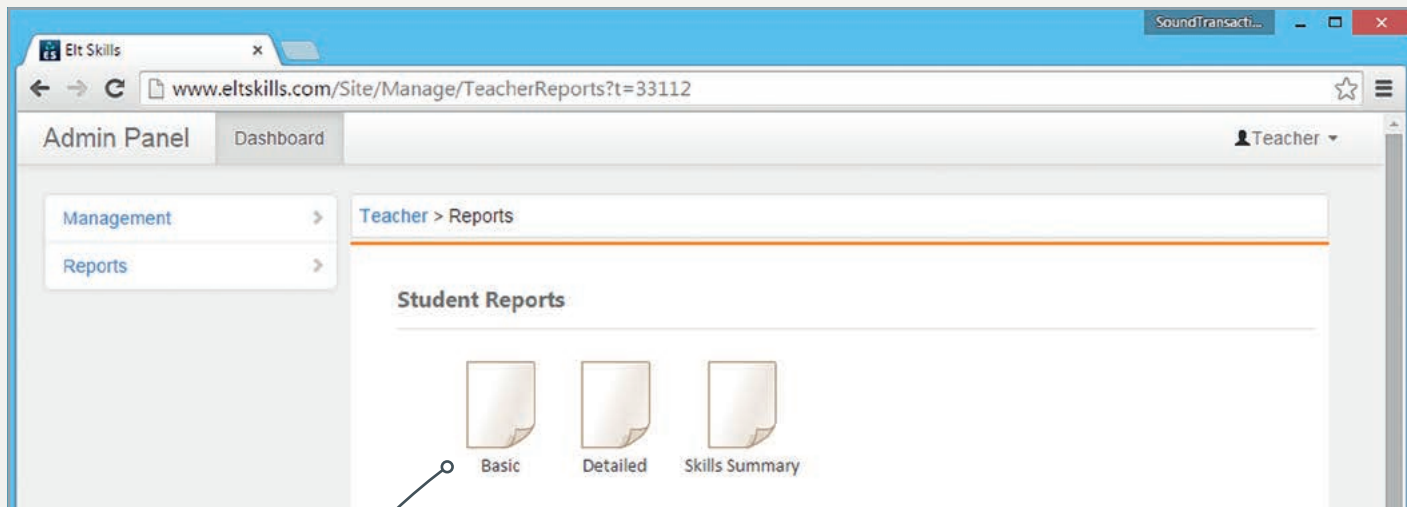
Management | Reports | Teacher

Classes | Students | **Unlock Requests**

Level Name	Username	Student Name	Exercise	Request Date	Grade	Status
Class Name :Unsorted students						
ELT Skills 1	544815	Demo 01 Demo01	Primary 1 Hello What's your name? Activity B	25/11/2015	0%	Unlock
ELT Skills 1	544815	Demo 01 Demo01	Primary 1 Hello What's your name? Activity A	25/11/2015	0%	Unlocked

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To take reports:



1
In the tab **Reports**, choose the type of Report that you prefer.

3
Use the buttons to navigate in the report, print, save as PDF file or export it as XLS file.

2
Choose the **Class**, the **Student** and the **Period** and click **Preview**, to see the report on screen.

