

### Reading Eggspress

#### A Preview Lessons

##### i. Lessons (with some extra student/teacher resources)

- Preview lessons allows you to see what content the lessons cover and download supplementary resources.
- Look for particular content or use the page numbers at the bottom of the preview lessons page. These will skip through the different maps and/or lessons the students are working on.



#### B Manage Lessons

##### i. Reset Placement Test or Change/Review students current levels (Individual Student)

- Click [Lessons](#) under the [Reading Eggspress](#) heading on the navigation menu on the left of the screen, then select [Manage Lessons](#).
- This will list your current students and which level they are currently working on in their student centre.
- Click the [edit](#) button to the right of the name of student you wish to edit progress for.
- Update the student detail fields as required. This is where you will be able to reset their placement test or select a different starting lesson.
- Click [Save Progress](#) to confirm.

##### ii. Reset Placement Test or Change/Review students current levels (Multiple Students)

- Click [Lessons](#) under the [Reading Eggspress](#) heading on the navigation menu on the left of the screen, then select [Manage Lessons](#).
- Click the selection box to the left of the students you wish to edit progress for.
- Click [Change Progress](#) at the top of the page.
- Select to [Reset Placement Test](#) or select a particular lesson as required.
- Click [Update](#) to confirm.



# Student Reports

## Reading Eggspress (cont.)

### C Manage Assignments

#### i. Current Assignments

- Select [Manage Assignments](#) from under Reading Eggspress on the navigation menu on the left of the screen.
- Any assignments you have created which are still current will be displayed.

#### ii. Create New Assignments (Lessons or Library Books)

- Select [Manage Assignments](#) from under Reading Eggspress on the navigation menu on the left of the screen.
- Select [create](#) from the Manage Assignments screen.
- Select the students you want to assign a task to or click the select all box at the top of the list if you wish to assign a task to all students.
- Click [Assign work](#).
- Complete fields as required.
- [Redo if completed](#) will ensure this assignment is set for the selected students even if they have previously completed the same task on their own.
- This process can be repeated to assign more than one lesson to students, at any given time.

#### iii. Expired Assignments/ Review Results

- To display assignments which have expired, click the [Expired](#) tab.
- Assignments which have passed their end date or which have been expired by the teacher will be listed here.
- Results for these assignments can be viewed by clicking the on the figures in the [completed](#) column within the expired tab.

Current	Create	Expired	
			Assignment
			Completed
			0 / 5
			0 / 1
			0 / 1
			0 / 1
			1 / 1
			0 / 1
			0 / 1



### D Student Stats

#### i. Class/student view

- Click on [Student Stats](#) under the Reports tab for Reading Eggspress on your left hand navigation menu. Here you will find an overview of the progress of each student in your class for both the My Lessons and the English Skills Spelling sections of the student centre.

#### ii. Whole Schools/Class/student view (**Subscription Coordinator ONLY**)

- Click on the [Student Stats](#) under the Reports tab for Reading Eggspress on your left hand navigation menu. This is a brief overview of each class' Reading Eggspress progress.
- Select the teacher of the class you wish to view results for.

#### iii. Student Charts

- Click on the Student Charts menu option under the Reading Eggspress heading on your left hand navigation menu.
- At the top of the page you can choose a chart date range to view student progress for a specific time period.
- You can select to view [Class Ranking](#), which displays the relative performance between students in the class. The graph sums the highest Comprehension and Spelling Lessons and presents these as a single measure of student performance.
- You can select to view [Class Progress](#), which shows how each student is progressing in their Comprehension and Spelling Lessons. The graphs show the range of lessons completed over the selected time period.
- You can select to view the [Events](#) Chart which shows the total number of completed items for each category.
- You can select to view individual [Students](#) charts.

The screenshot shows the 'Students Stats' interface. At the top left, there is a menu icon and the text 'Students Stats'. Below this, there are three main sections:

- Choose a date range:** This section contains two date pickers. The 'From' date is '01-01-2015' and the 'To' date is '18-05-2016'. Both pickers have a calendar icon to their right.
- Class Totals:** This section displays a list of statistics:
  - Comprehension Lessons: **78**
  - Spelling Lessons: **47**
  - Library Books: **4**
- Select a graph:** This section contains four buttons: 'Class Ranking', 'Class Progress', 'Events', and 'Students'. The 'Class Ranking' button is currently selected and highlighted.

