

How to Set Up Your Class Roster with Google Classroom

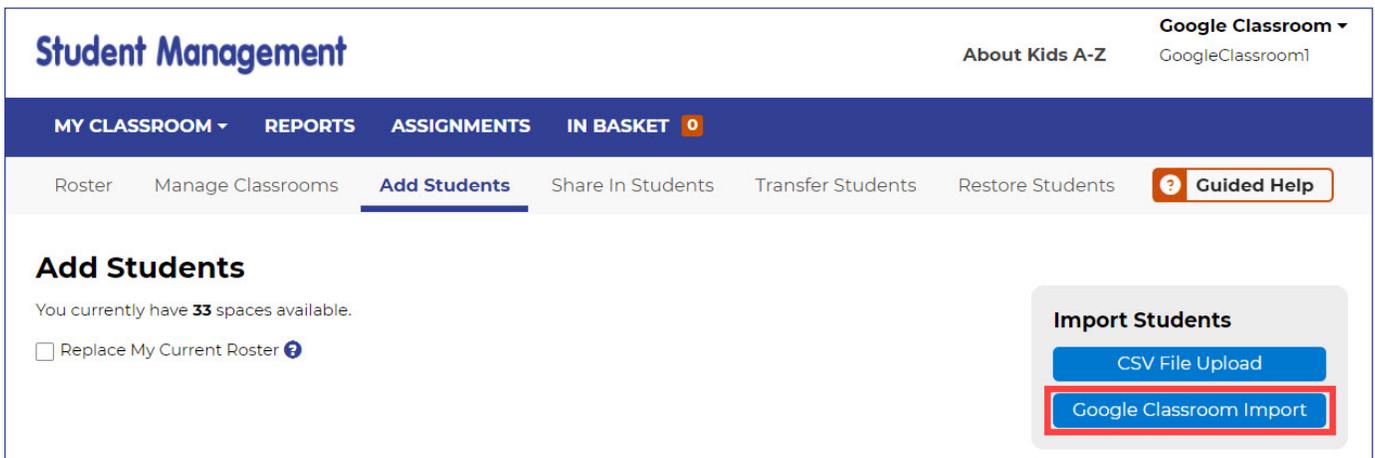
Import your students quickly and easily using our Google Classroom Roster Import tool. This tool also lets you create a classroom URL to help your students log in to their Kids A-Z account directly from Google Classroom.

Important note: Google Classroom Roster Import cannot be used with an automated rostering integration.

- 1 Log in to your account at www.kidsa-z.com
- 2 Select *My Classroom > Add Students*



- 3 Select *Google Classroom Import*



Continue to Google Classroom Import?

! You have existing students in your roster.

In order to preserve the student's history and to avoid duplications for rostering students with Google Classroom, the *District Student ID* field must contain the student's email address, even if the student's full name is identical to how it appears in Google Classroom.

To add a student's email to their *District ID* field, click the edit button next to the student's information.

Cancel
Continue to Import

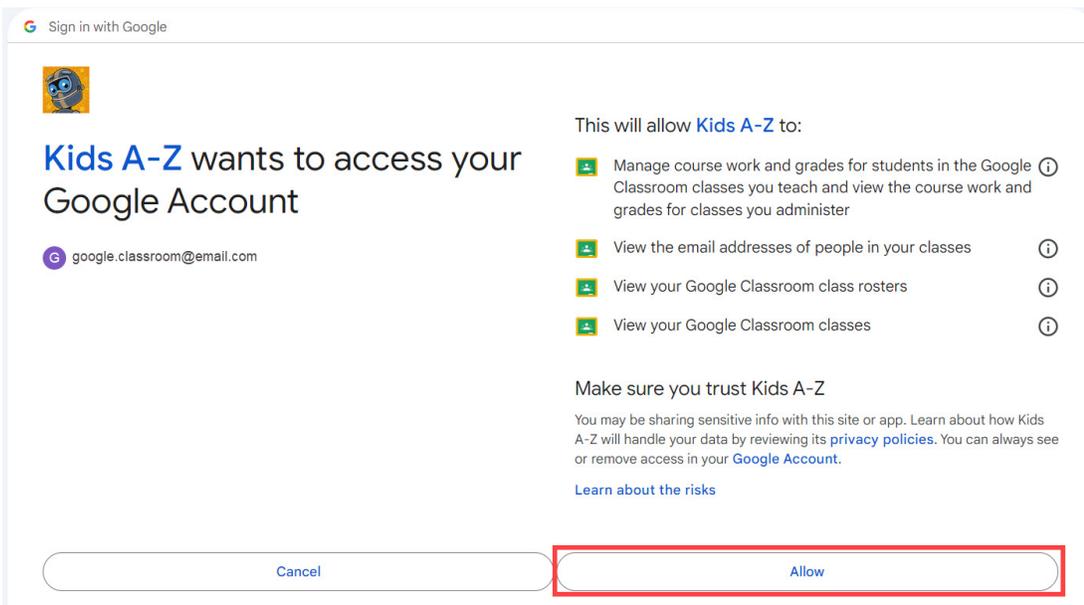
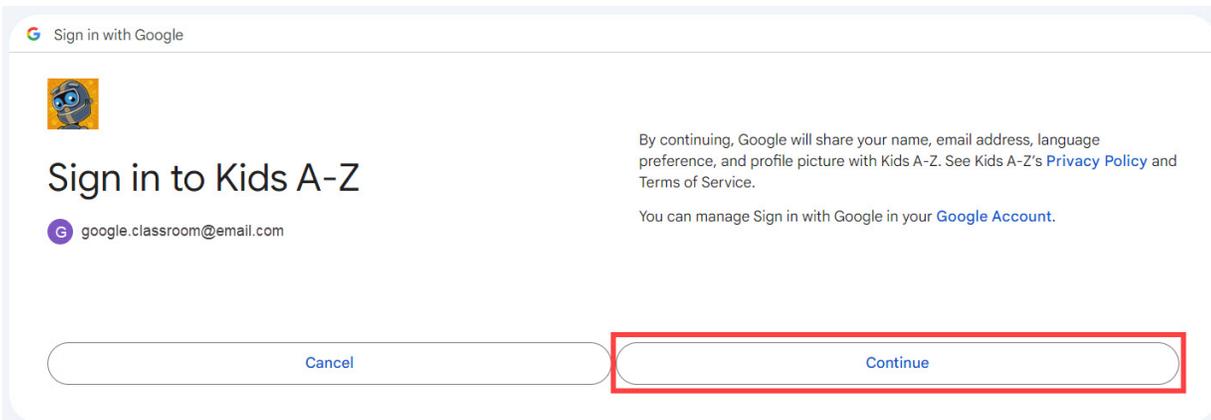
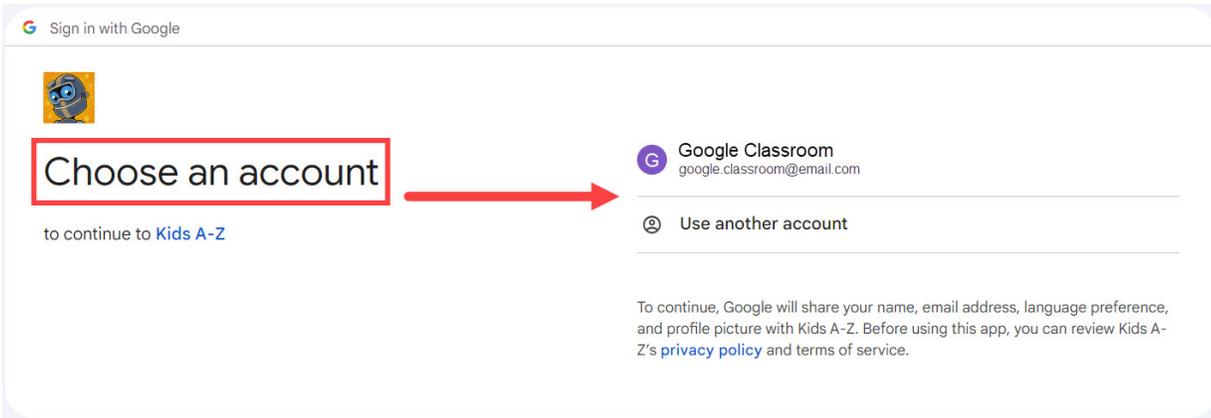
PLEASE NOTE:

If you have students on your roster, make sure each student's email address associated with their Google Classroom account is present in the *District Student ID* field. This will ensure data is retained and prevent duplication of students.

- Click *Cancel* to return to your roster and update your existing students.
- Click *Continue to Import* to proceed with the Google Classroom import.

4 Sign in with Google and follow the prompts:

- Choose an account.
- Click *Continue*.
- Click *Allow*.



5 Select the class(es)* you wish to import, then select *Import These Courses*

Select From Google Classroom Courses You Own, Which Courses Are Imported

Add Kids A-Z login link as an assignment on your selected Google Classroom courses

Import	Name	Section	Room
<input checked="" type="checkbox"/>	Select/Deselect All Courses		
<input checked="" type="checkbox"/>	Google Classroom 1	How to Setup Your Class	Training

Import These Courses

QUICK TIP:
 As a default, the option to create a login link for your students is selected. This will auto-populate an assignment in Google Classroom with a link for students to log in to Kids A-Z directly.

* You may import multiple classes of students at once. Please note that each classroom consumes a product license.

6 Select *Save*

Student Information	Raz-Plus Level	Español Level	Español Visibility	Science A-Z Grade Level	Grammar Auto Assignment Grade	Foundations A-Z Explore Zone Auto-Assignment	Password <small>required</small>
Student Username <small>required</small> <input type="text" value="Connie L"/>	Placement Tool	Grade K Lexile BR70L-10L Level aa	<input checked="" type="checkbox"/>	K-2 Mid	2	Grade 2 World 1 Current Level: 1	<input type="text" value="van584"/>
First Name <small>optional</small> <input type="text" value="Connie"/>							
Last Name <small>optional</small> <input type="text" value="L"/>							
District Student ID <small>optional</small> <input type="text" value="abc@abc123.com"/>							
+ Add Another Student							<div style="border: 1px solid red; display: inline-block; padding: 5px; background-color: #28a745; color: white; border-radius: 4px;">Save</div>

Still have questions?
 Contact [Customer Support](#).