How do I add a student to a roster?

To add students to class rosters:

- 1. Log into an AIMSweb manager account.
- 2. Click the **Manage** tab.
- 3. Click the **Teachers** link.
- 4. Click the **edit roster** link for a teacher.
- 5. Select the students below the alpha bar to be added to the roster.
- 6. Click Add.

When students are assigned to a class, they appear under the Scoring tab for Managers and under the My Classes tab for Regular Teachers.

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