

Cloning A Class

One of your first tasks will be to create a class. You can create a blank class with no assignments and then add assignments as you go. You can also create a class by cloning a Pre-Built Course that The Physics Classroom has created. Pre-Built Courses contain a package of assignments that you might wish to use. Finally, you can create a class by cloning a class that you have previously taught. If you are in a Group subscription, you can also clone a class of another teacher who is in your subscription. This places all assignments from that class in your newly created class.

On your **Account** page, tap on the **Classes** link. You will see a list of Active Classes and Previous Year's Classes organized into tables. Tap on the **Add New Class** button.

Add New Class

From the **Add Class** pull-down menu, select **Clone a Previously Created Class**.

The page expands and a pull-down menu appears. The choices in the pull-down menu are classes that have been previously taught by you or by other teachers in your subscription. The name of the class, the year the class was taught, and the teacher are listed on each line of the pull-down menu. Select the class you wish to clone. If uncertain, you can always preview the assignments used in classes taught during previous years by tapping on one of the Previous Year's Classes table on the Classes page of your Task Tracker account. Once you have identified the class to clone, select it from the pull-down menu.

Cancel

Add Class

You can:

- Create your own class
- Clone a pre-built class made by The Physics Classroom
- Clone a previously created class

If you clone a previously created class, all items will be copied except Students, and all dates will be moved forward in time by an amount you can control.

✓ Select Option

Create Your Own Class

Clone a Pre-Built Class

Clone a Previously Created Class

Select an option - Create Your Own Class, Clone a Pre-Built Class, or Clone a Previously Created Class

Physics Period 7 [Henderson 2023-24]

Physics, Period 1 [Henderson 2021-22]

Physics, Period 1 [Henderson 2021-22]

Physics, Period 1 [Yukashun 2022-23]

Physics, Period 2 [Henderson 2021-22]

Physics, Period 2 [Henderson 2021-22]

Sem2 Physics [Henderson 2021-22]

The remainder of the form will have to be completed before the class can be saved. See screenshot below. The number of selected **Features** you use determines the cost. The default features will be determined by the number of features used in the previously created class. If you need to change the number of selected features, then do it now by unchecking or checking boxes. **Once you save the settings you can no longer uncheck features.** If you enable **Receive Student Emails**, then every email we send (invitations to the class, password reset, etc.) will be CC-ed to you. If you enable **Receive Student Late Submission Emails**, then you will receive an email if an assignment is completed after a due date; it's a maximum of one email a day that informs you that a specific student (or more) has completed

specific assignments. We recommend having a random **Class Signup Code** generated by our system. A code like Physics1 is not secure and can easily be guessed by others whom you do not know who might want to join your class in order to have Task Tracking enabled. Keep your code private between you and your students; this prevents unusual names from showing up on your roster and consuming your seats. Once the form is completed, tap on the **Save** button and Task Tracker will create your class and populate it with the assignments used in the previously created class.

Class settings can be changed at any time. There is a Pencil next to the class on the Classes page. A tap on the pencil allows you to edit your class settings.

Features

Features increase your cost per student and cannot be removed once added, but you may add features later if needed.

- Seats Per Student: 2
- ☒ Concept Builder
 - ☒ Minds on Physics
 - ☒ Physics Interactives
 - ☒ CalcPad
 - ☒ Science Reasoning

← This determines how many seats each student uses. If you pick all five, then you can't remove any later. Seats cost money. If you paid for five, then select all five. If you paid for only one seat per student, then select only one feature.

☐ Receive Student Emails

← Not recommended (lots of emails)

☒ Receive Student Late Submission Emails

← Recommended (get notified when students complete a task after a due date)

☐ Ad Free Only without Task Tracker

← Not likely

Class Signup Code:

(Generate Random)

← Recommended

Select the Class's School

← Start typing in field and your school should auto-fill (unless your new to our system ... then select New School)

No School

Save

← Save and you're done. Your class is created with assignments.