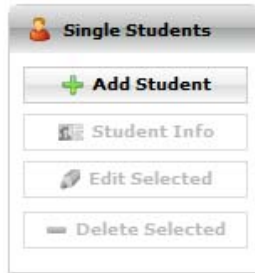# Adding a New Student to an Existing Class

In the Students menu, click on the '+ Add Student' button on the right-hand side of the screen:

Tthe following pop-up appears:

We then choose which class we wish to place the new student in, from the drop down menu; Let's say that they will be in 7M1

We enter the students First Name; Adam & Last Name; Anderson

We then create a unique login and password, then save this new student into the system, confirm the save, and Adam appears on our new school list.