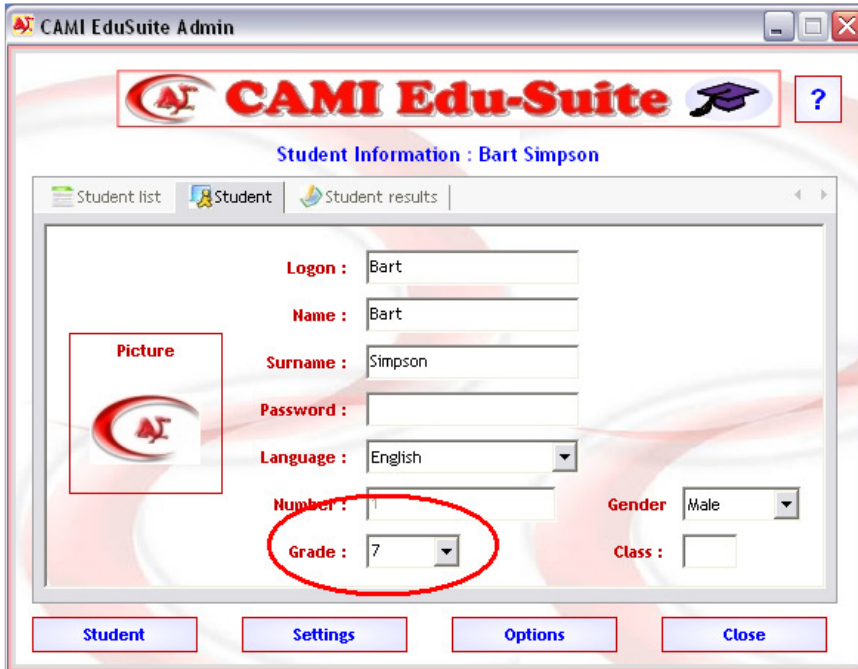


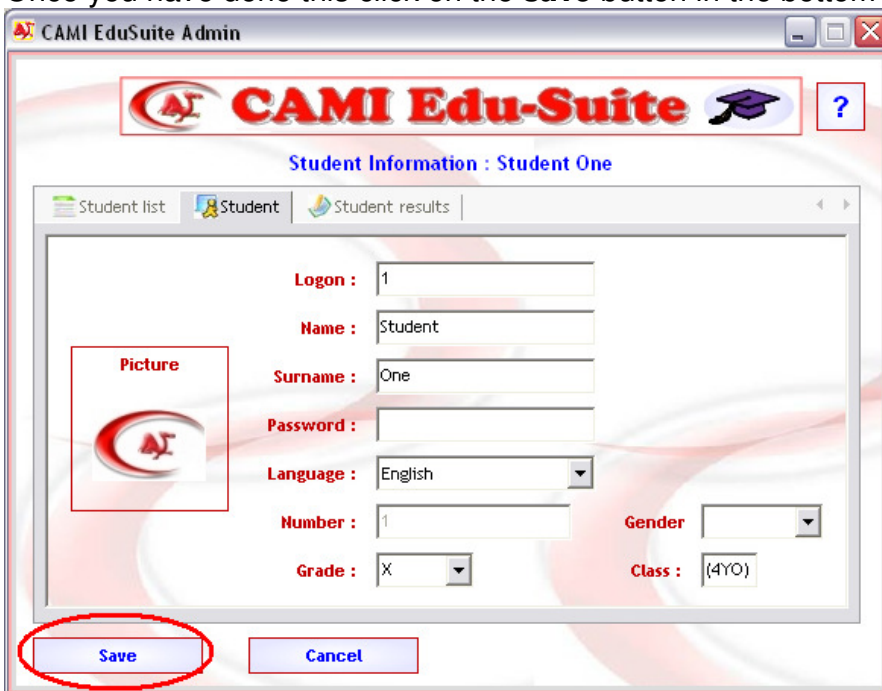
Changing the Grade Level in Edu-Suite Admin - 2010

1. Click on the EduSuite Admin icon on your desktop. When the student list appears click on one of the students' names and their profile will appear.
2. Click on the drop down list circled below to change their grade level, selecting the grade they are currently in.



The screenshot shows the CAMI EduSuite Admin interface. At the top, there is a logo and the text "CAMI EduSuite". Below this, the title "Student Information : Bart Simpson" is displayed. The main area contains a form with the following fields: "Logon" (Bart), "Name" (Bart), "Surname" (Simpson), "Password" (empty), "Language" (English), "Number" (1), "Gender" (Male), and "Grade" (7). The "Grade" dropdown menu is circled in red. At the bottom, there are four buttons: "Student", "Settings", "Options", and "Close".

3. Once you have done this click on the **save** button in the bottom left corner of the box.



The screenshot shows the CAMI EduSuite Admin interface. At the top, there is a logo and the text "CAMI EduSuite". Below this, the title "Student Information : Student One" is displayed. The main area contains a form with the following fields: "Logon" (1), "Name" (Student), "Surname" (One), "Password" (empty), "Language" (English), "Number" (1), "Gender" (empty), and "Grade" (X). The "Class" field is set to "(4YO)". At the bottom left, the "Save" button is circled in red. At the bottom right, there is a "Cancel" button.