



THE COLLABORATIVE INSTRUCTIONAL DESIGN SYSTEM (CIDS)

An initiative towards transforming teachers in designing instruction for delivering effective and efficient 21st century learning experiences that inspires learners of all levels towards VUCA world.

MODULE 3: CREATE CLASS

The ASIE Model of CIDS is a flexible instructional design tool. You may choose minimum features/items or add optional items to design your instructional planning to cater to your needs. Most of the items are customizable to formulate the instructional activities.

A. CREATE

(Institutional User - manage by coordinator only) Classes created/edited will be useable by all members of the school)

(Single user – manage by the user)

(1) Create Class

- Press Settings – *Create New Class*

- Press and select information on the *Class Category* and *Class Level*
- Fill in the *Class Name* and select or fill in the *Number of Students*
- Follow the instructions on the right side of the space for assistance
- Press **Save**

(2) Edit Class

- Press **Edit Class**
- There are options to be selected

Edit Class					
List of class information for editing					
No.	Class	Number of Students	Type of Class	Status	Action
1	1 Alpha	10	Normal	Papar	Edit Set Learners' Profile Delete Hide
2	1 Beta	15	Normal	Papar	Edit Set Learners' Profile Delete Hide
3	10 Alpha	20	Normal	Papar	Edit Set Learners' Profile Delete Hide

- Refer to the info button for assistance (as shown below)

You will edit the class X

- Press **Edit** - to edit the information of the class
- Press **Set Learners' Profile (optional)** - to set up general **information on psychometric tests** or other tests of the class.
- Press **Hide/Archive** - to hide unrequired classes for current instructional plan.
- The names of the classes will turn **grey** and be **placed at the bottom** of the list.
- The **previous instructional plan** that used the names of the classes is not affected and **is still in use**.
- Press **Show** to **display** the classes if required.

(3) Create Combine Class (optional)

- Combine class – 2 or more classes combine for a particular subject at a specific time
- Normal class should be created before creating combine classes
- Created by individual user for individual used only
- Refer to the info button for assistance

What should I do? i

Fill in or select the information required to create a combined class consisting of classes of the same level.

School Name	Boston Test School
Class Category	High School ▼ <small>Click and select class category</small>
Class Level	Choose Class Level ▼ <small>Click and select class level</small>
Combined Class Name	<input type="text"/> <small>Write name of combined class (example: 4 Bestari + Pintar). Click here to view a list of combined classes to avoid repetition of class creations.</small>
Select Class to Combine	<input type="text" value="Select your choices or fill in"/>
No. of Students	1 ▼ <small>Press and select, or fill in number of student</small>

SaveCancel

SUMMARY

- ✓ Create Class
- ✓ Edit Class
- ✓ Create Combine Class