



CDHS/CW – Aztec Training Agenda for Admins/Teachers

Thursday, March 8th @ 11:00 AM MST

Presented by Mandy Morante - Aztec Software

Introduction (by CDHS)

Online Access and Logging In (Power Point)

Admin Side

- Admin Dashboard
- Admin Center
 - User Roles (Admin vs. Teacher/Registrar) – Power Point
 - Users
 - Add Student, Tag a Student, Enroll a Student (will create one as a sample)
 - Masquerade
 - Classes (assign a teacher to a class if creating additional users)
 - Announcements
 - School Reports
 - Logged In Users
 - Class Center

Student Side

- Student Dashboard
- Course Home
- Learning Plan (Overview of Student Learning Experience) – GED and RFW
- Q & A, Support and Documentation Information – Power Point