



Response Quick Step Guide

Manage My Data Overview

The Manage My Data tab contains many options for data management. The most useful tabs include classes, and reports. There are various tabs that will change depending on which button you choose. Click on a few of the buttons and tabs to see what options are available. Here are some of the options you will find:

- **Classes:** Roster, Session data, Attendance data, and Gradebook data
- **Lessons:** Folders, lessons, and question data.
- **Standards:** Imported state standards.
- **Answer Keys:** Create and Editing Answer Keys
**For more information on using Answer Keys refer to Module 2.*
- **Reports:** Various reports including Session, Attendance, Gradebook, and Standards

Buttons

Alert	Name	Mean	Questions	Type	Include
	Geology (910...	0.0%	1	Participation	September 10, ...
	Geology (910...	0.0%	2	Participation	September 10, ...

Tabs

Record Filter: Q- 2 out of 2 Records Found

