



CREATING A SUB CLASS

Instructors can create sub-classes within a primary class. Sub-classes give teachers the option to assign a new course product without having to move students to a new primary class and to use a district or school-level Master Template. By default, progress will carry over if the course product assigned is in the same course family as the original class. Otherwise, students will need to redo the Initial Knowledge Check, as they would when moving from one primary class to another.

1. Log in to your teacher account at my.mheducation.com.

1. SSO or log into your teacher account at my.mheducation.com.
If necessary, switch over to your Open Learning Platform products.
2. From My Primary Classes, select the Add Class button next to your



