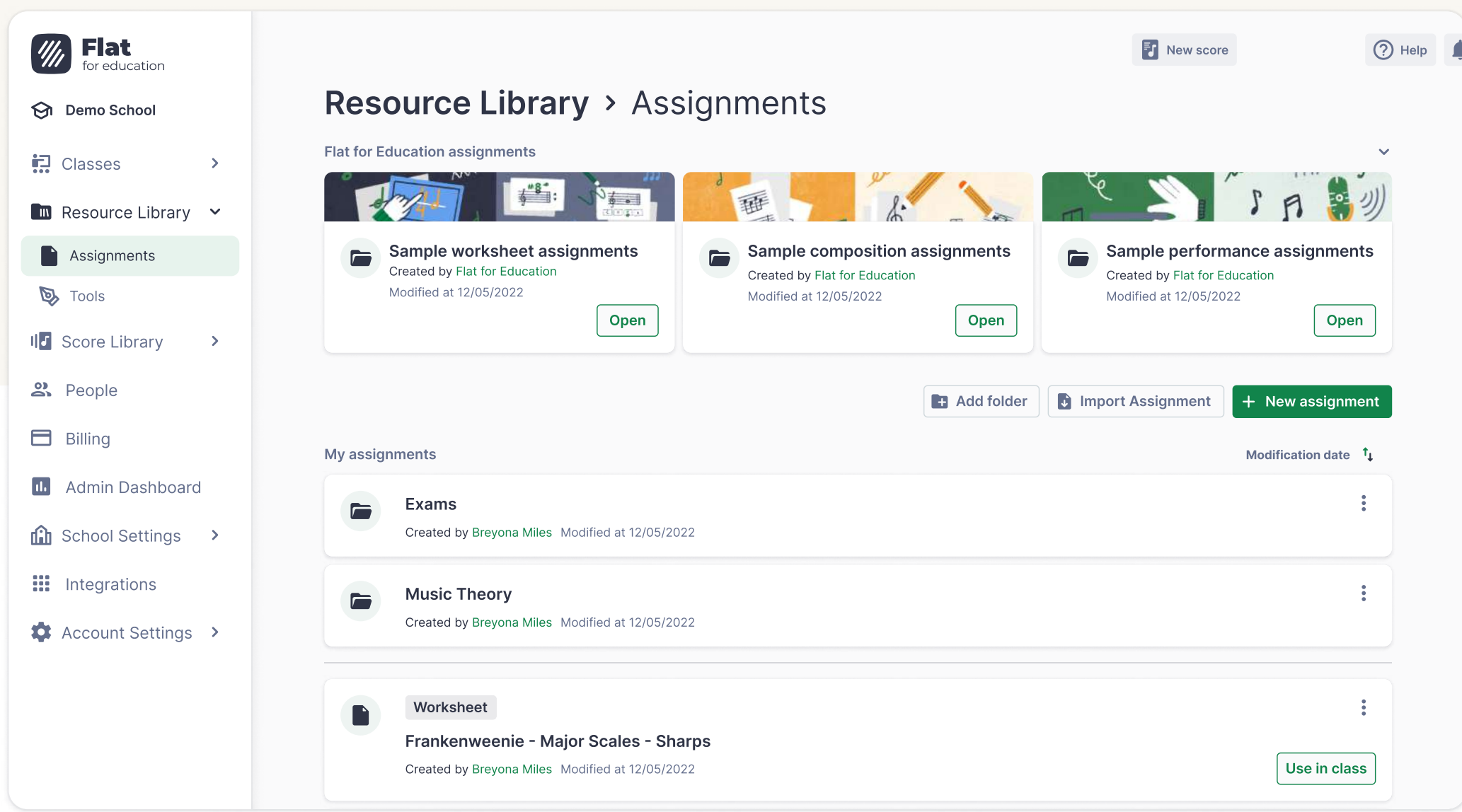


Welcome to the updated Flat for Education!



STEP-BY-STEP GUIDE

In this step-by-step guide, you'll learn how to make the most of our new features!



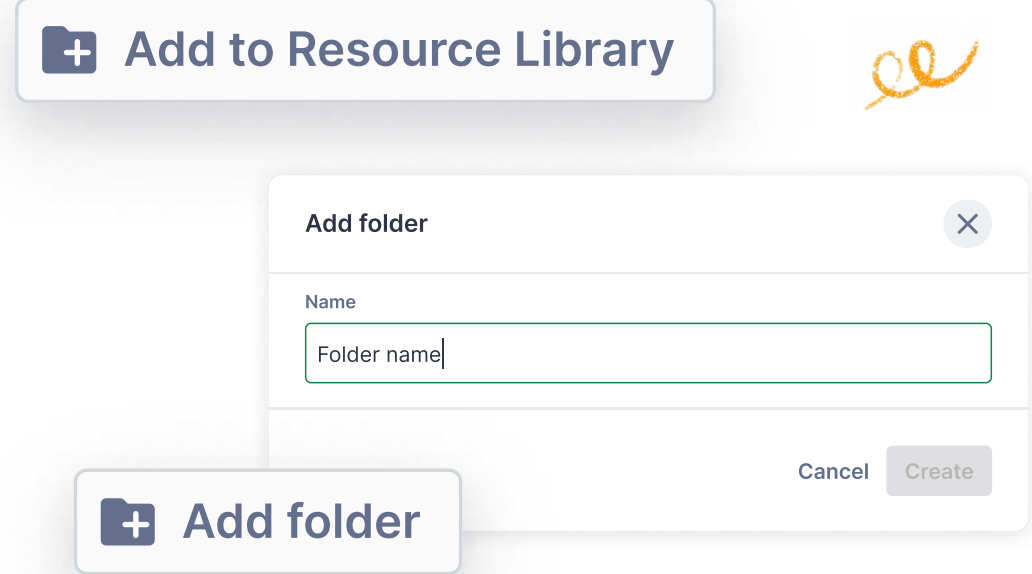
SECTION ONE

Resource Library Assignments

01. Migrate assignments to your Resource Library

Add any pre-existing assignments to the Resource Library by clicking **"Add to Resource Library"** in the desired assignment.

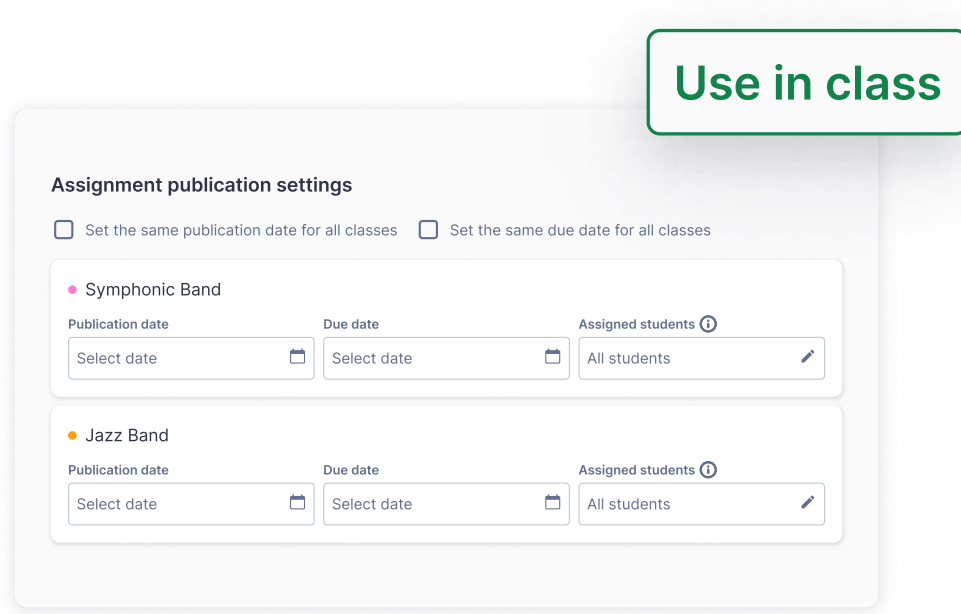
Tip: You can create folders to keep your content organized!



02. Assign tasks to your classes

Assignments will now be added to classes through the Resource Library by clicking **"Use in class"**.

Tip: You can assign tasks to multiple classes, customizing the publication date for each class as needed.

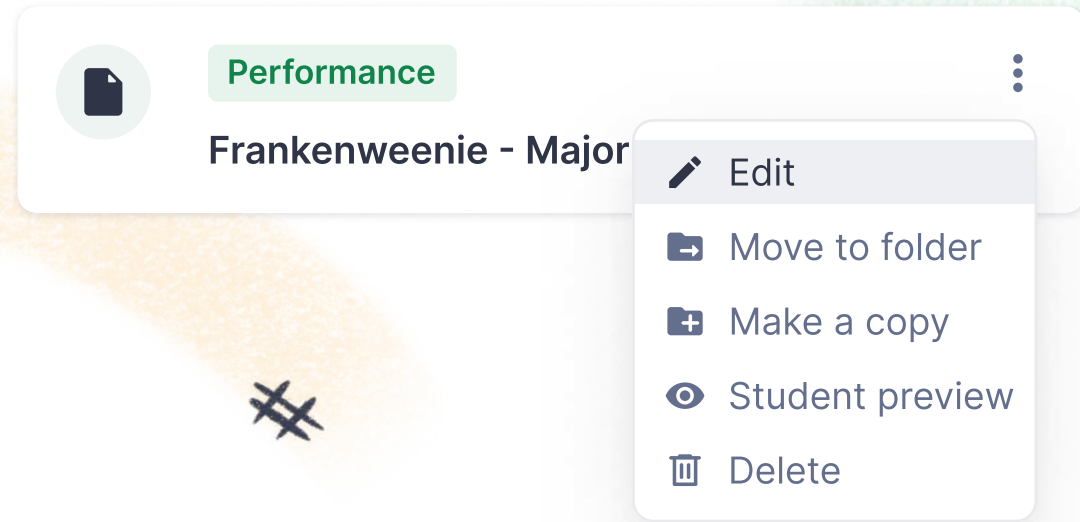


03. Edit assignments

Edit assignments in the Resource Library at any time. Find the assignment, click the three dots, and select **"Edit"**. Editing an assigned assignment won't affect assignments already published in a class, changes are only saved in the library.

Tip: To edit a published assignment, **open it in the class** and click **"Edit"**.

Publication dates can't be changed.
Worksheet assignments can't be edited or added to once published.

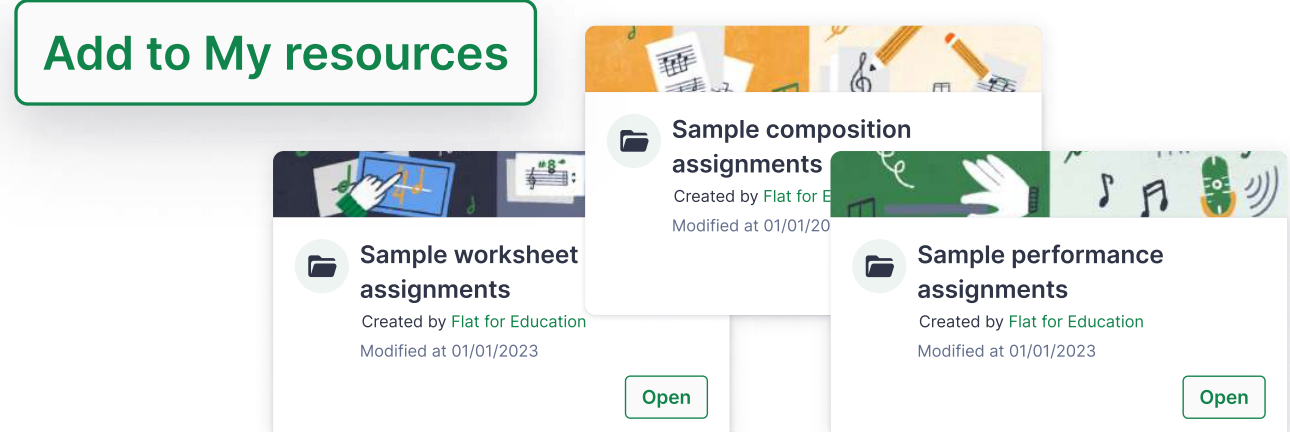


SECTION TWO

Sample Resources

01. Explore and add to your library

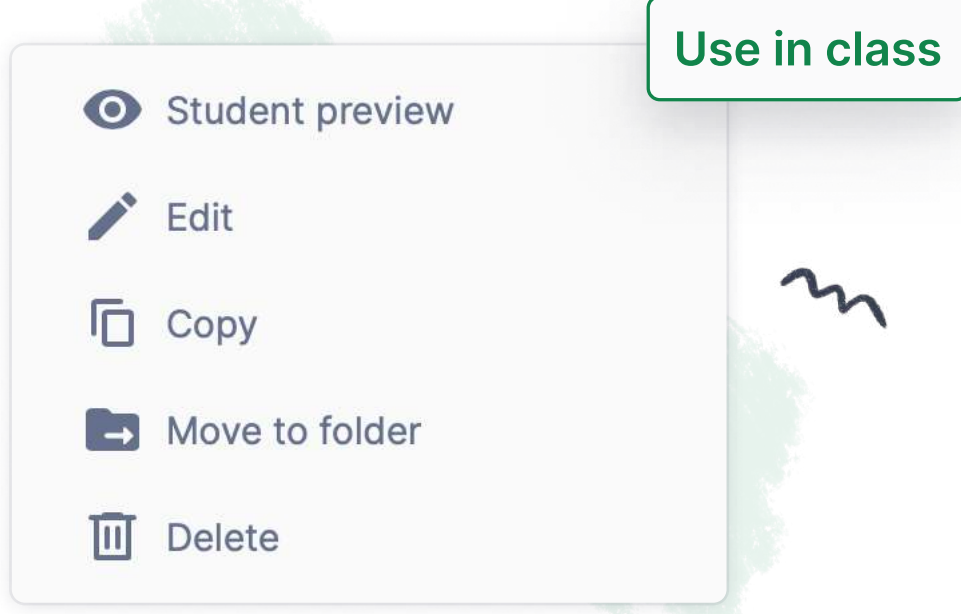
Browse the sample assignment folders in the Resource Library to find inspiration and see examples of different levels and types of assignments. Add samples to your own Resource Library by clicking **"Add to My resources"**.



02. Edit and assign to class

Customize sample assignments by clicking on an assignment to open it and then clicking **"Edit"**.

Once you are ready to share a task with your students, click on **"Use in class"**.



SECTION THREE

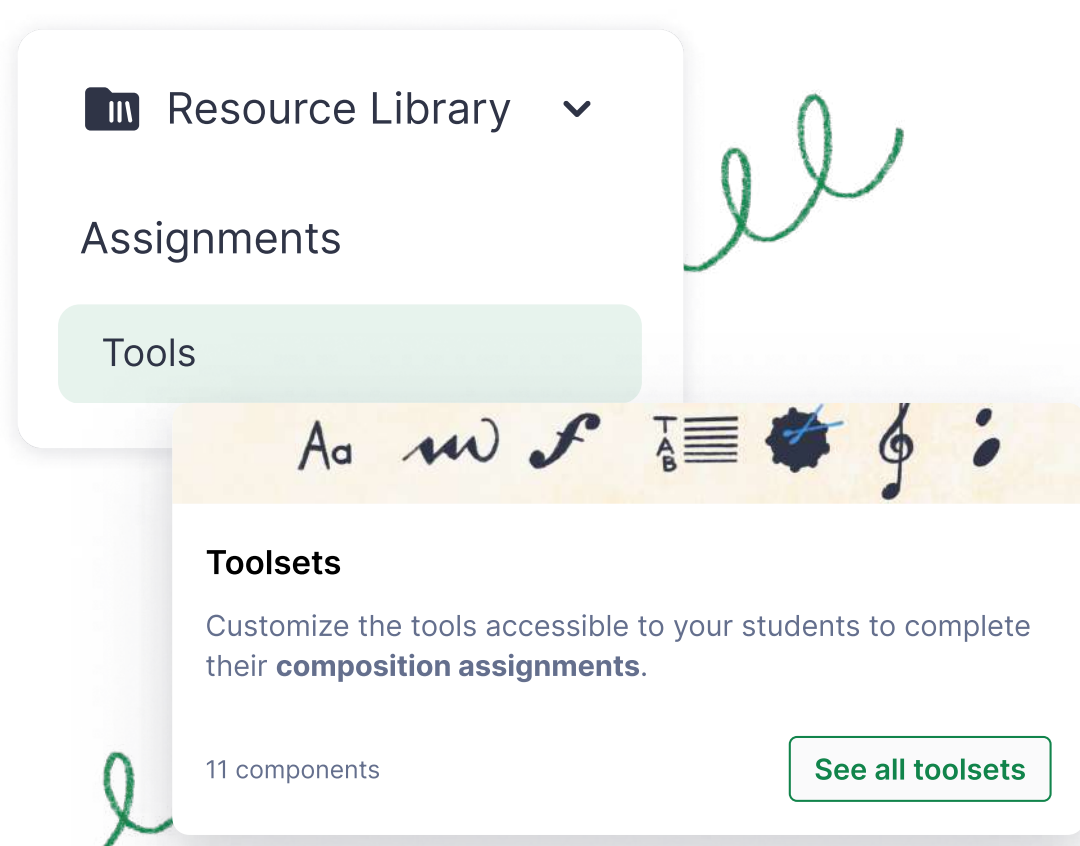
Customize the Editor Interface with Toolsets

01. Explore the Toolset Library

Personalize the tools available in the **Editor Interface** to suit your students' skill level and focus their attention on the specific notations required for **composition assignments**.

To access the Toolset Library, navigate to Resource Library > Tools and click on **"Editor tools"**.

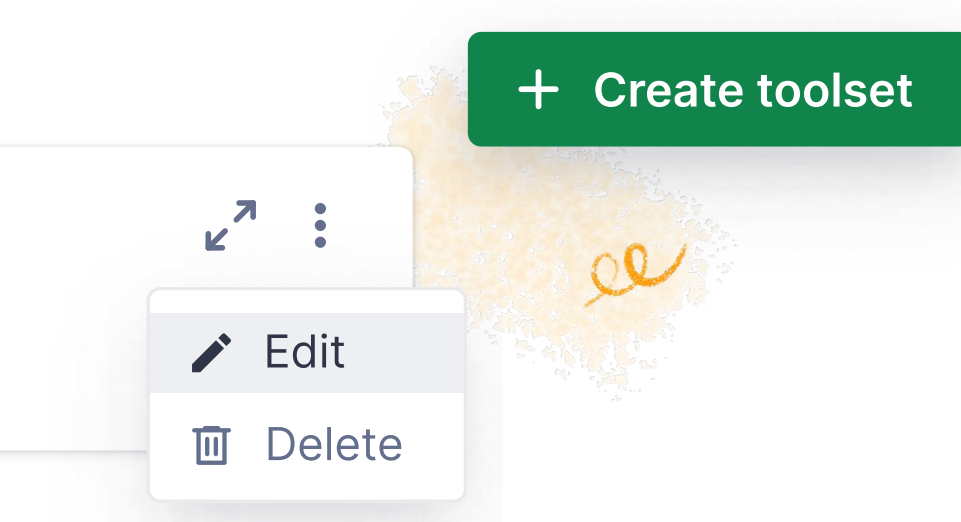
Tip: Any pre-existing toolset you've created in the past will be automatically merged with your library.



02. Create and edit Toolsets

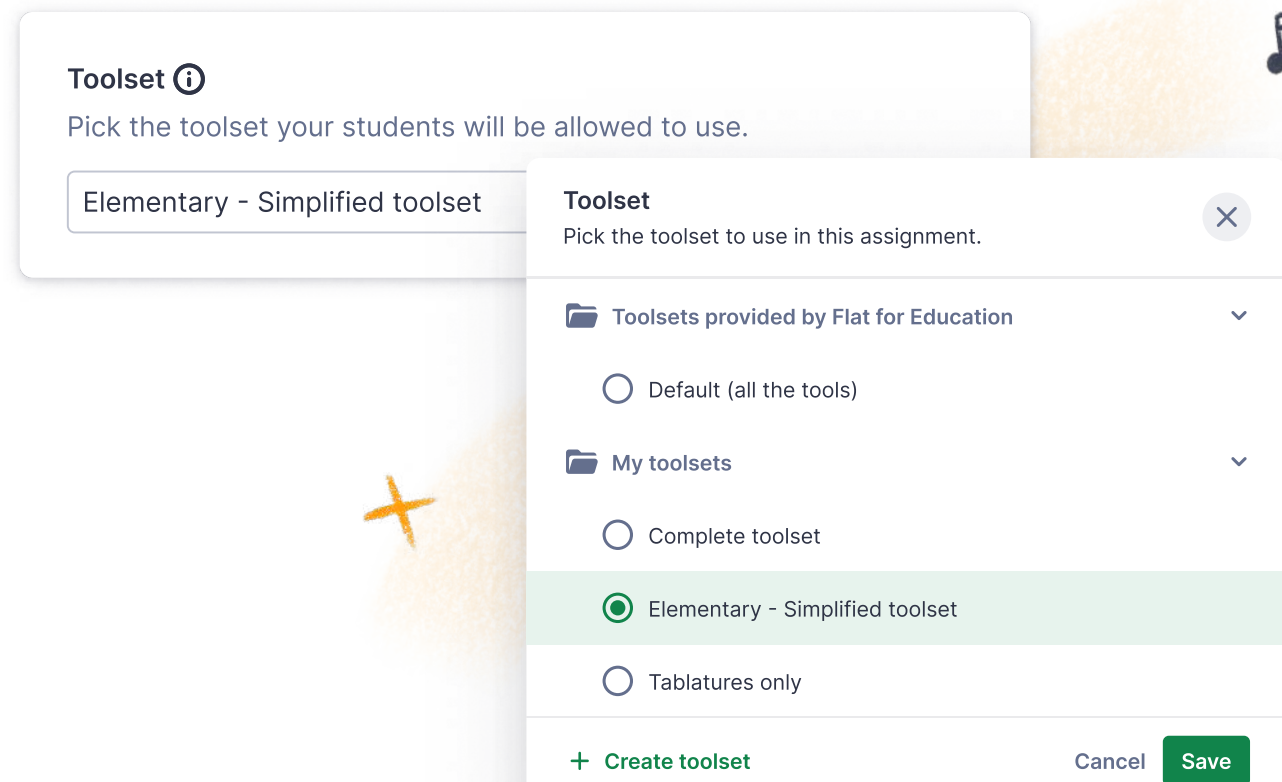
Click on **"Create toolset"** to get started. When you create a toolset, you can choose to enable or disable tools from several families.

To edit an existing toolset, click on the three dots to the right of the toolset and select **"Edit"**.



03. Add a Toolset to assignments

When creating a new composition assignment, you can choose a toolset in the extra settings section. Select the appropriate toolset or create a new one!



Need anything?

Email us at edu@flat.io or explore the resources below

[Help Page](#) . [Video Tutorials](#) . [Blog](#)