⑤ Others (Add TA, Study history, Labels)

（１）Important Notices on the usage of e-class

After logging in to e-class, see "注意事項"on the left side of the course list screen, and confirm your usage environment and read the notes.

（２）How to add TA ①

From the "User Management" tab, click "Add/Change/Remove Members".

（２）How to add TA ②

Click "Specify search Conditions", and type the student ID or name of the user.
You want to add as a TA in the "Add course member" field, then press "Search".

（２）How to add TA ③

To select a user, click the check mark on the left side of the user on the display.
Specify the course authority, "Author(TA)", to be granted, then click "Add Selected Users".
That's all regarding how to add a TA.

（３）How to check Study history ①

Click "Attempts" on the right side od a material title.

（３）How to check Study history ②

Click "Study history".
A list of names, student IDs, access source IP addresses, start times, end times, and usage times of students who executed the material is displayed.

（３）How to check Study history ③

If you click "Attach file download history", you can download history data in a CSV file format. That's all regarding how to check history.。
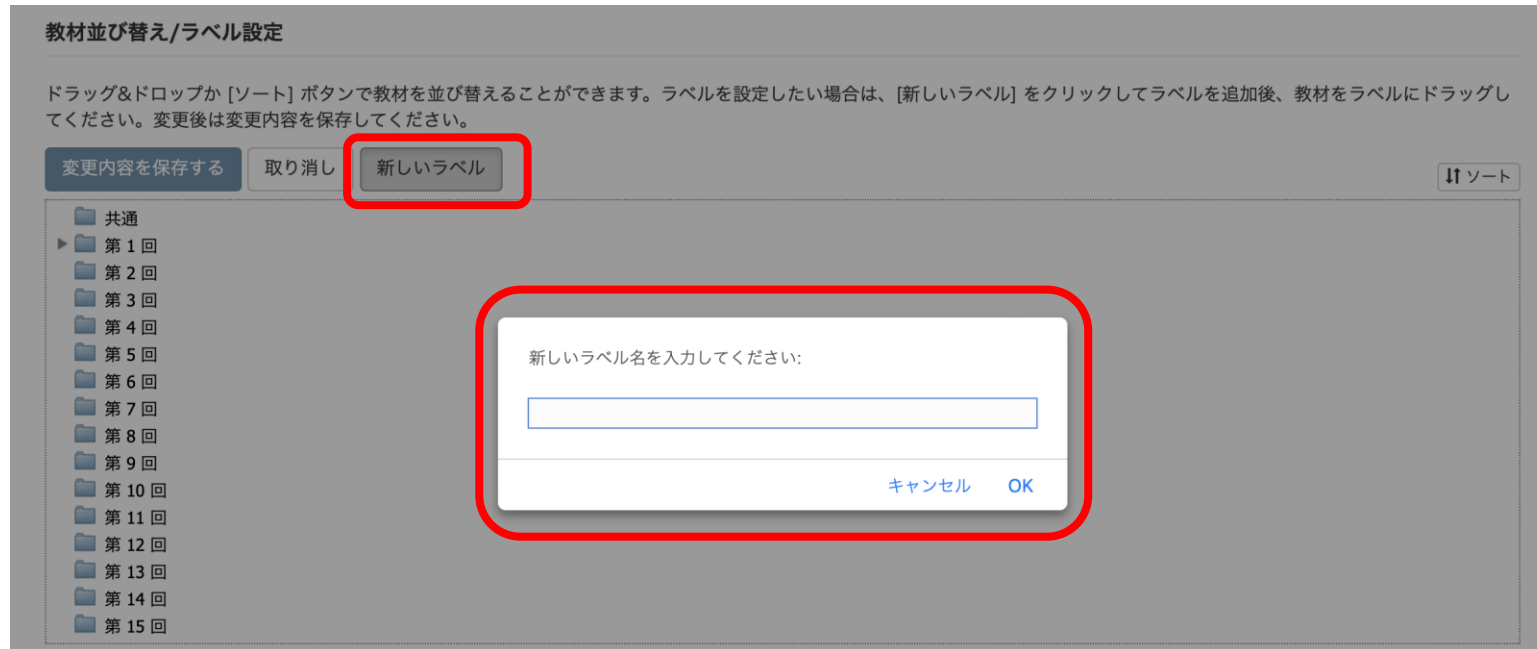
（４）Labels ①

Labels can be used to group and arrange teaching materials.
Click "Reorder /Labeling Materials" to see a list of materials and labels that have already been created.

（４）Labels ②

Click "New Label" to create a new label.

（４） Labels ③

You can change the placement of teaching materials and labels by dragging and dropping.
Common labels and the 1st to 15th labels have been automatically created as a default.
Please make use of them according to your course content.
That's all regarding how to use labels.

（5）FAQ

Select "FAQ（ご利用前にご一読ください）" on the course list screen.