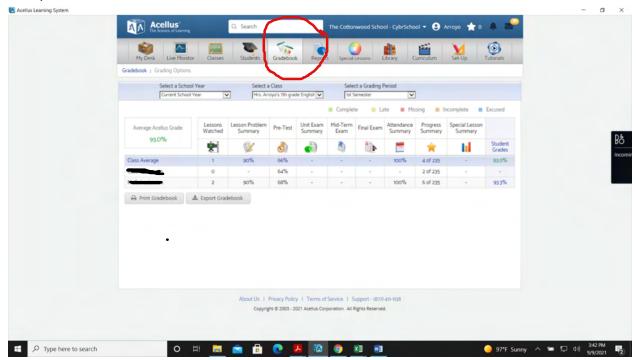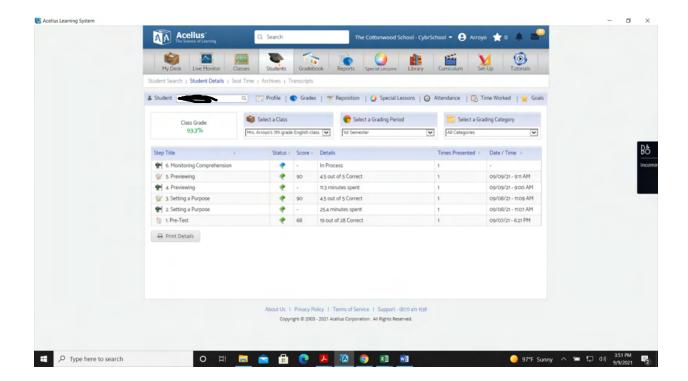# How to pull a sample from Acellus
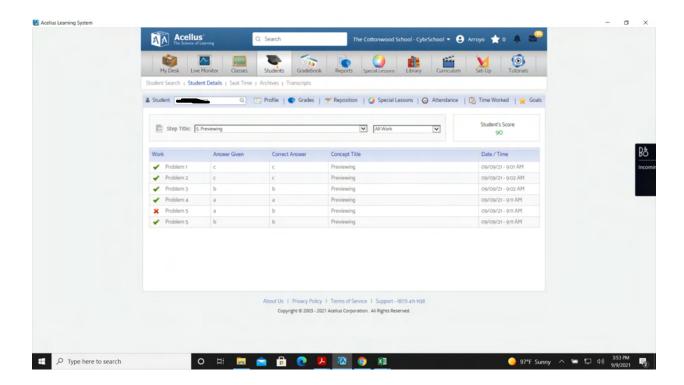
After logging in to your Teacher Account:
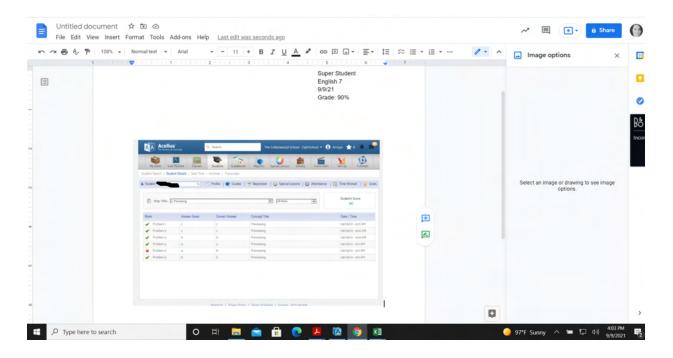
1) Click on Gradebook:

2) Choose a student by clicking on the student's name and it will open up the lessons they have completed.
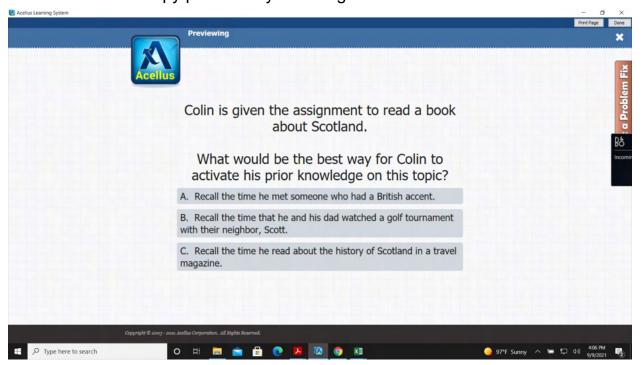
3) Select a completed lesson from the list and it will open up their quiz responses (correct and incorrect responses).

4) Take a screenshot/copy and paste into a (Pre-labeled) Google Doc.
(I recommend enlarging and cropping the screenshot as well)

5) Next click on each "problem" and it will open the question. Take a screenshot. Then copy paste into your Google Doc.

6) Click DONE or the X to go back to the responses to click on the next problem/question.

   Repeat these steps until you have your completed course sample.