Teacher Essentials

Everything a student can do, and...
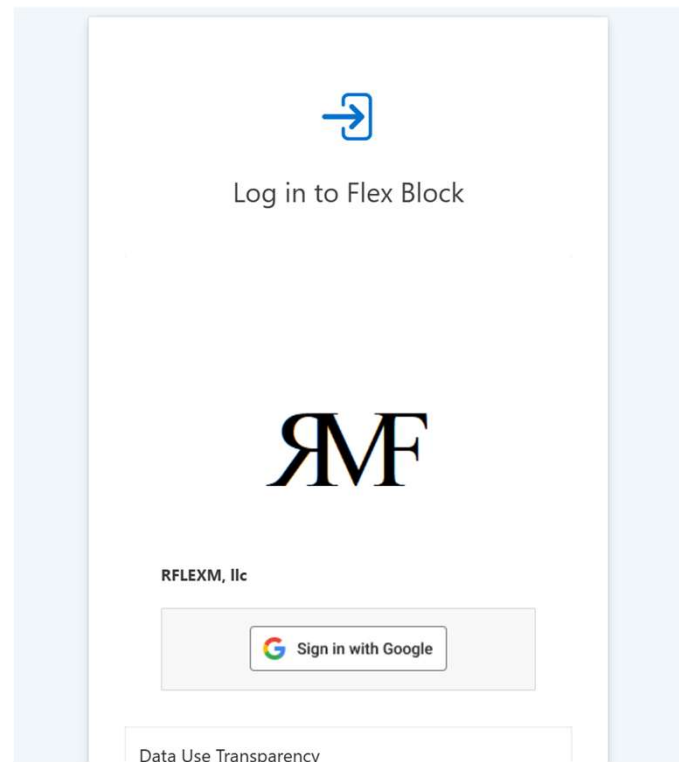
You can do anything for a student, so careful when you go to "Student Main"

Login: https://flexblock.rflexm.net/ords/r/flex_apex_app/rfm_100/login_desktop

Student Essentials: https://rflexm.net/downloads/Student_Essentials.pdf
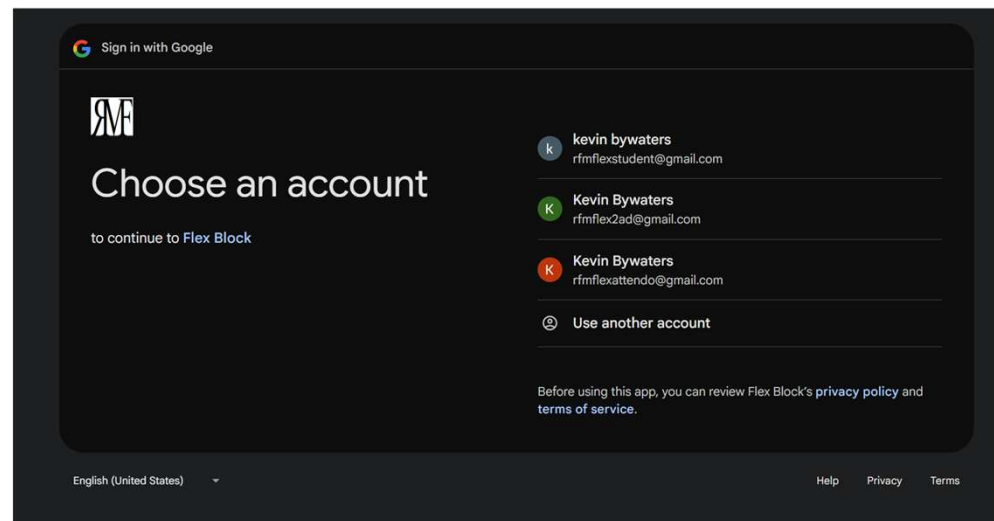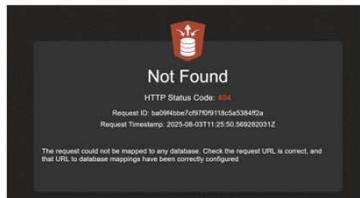
Login screen

Clicking "sign in with Google will take you to Google's Consent screen for RFLEXM's Flex Block application.

Google Consent Screen

If you have multiple Chrome profiles, you will see a screen something like this.

You must use your school issued email to use Flex Block. If you try to login with any other profile, you will get an error:

Choose School Screen

- You only see schools you are in that are using RFLEXM's app.

Click on your school

"Go Bears!"

Once the blue sign in icon appears,
Click it...

Welcome!
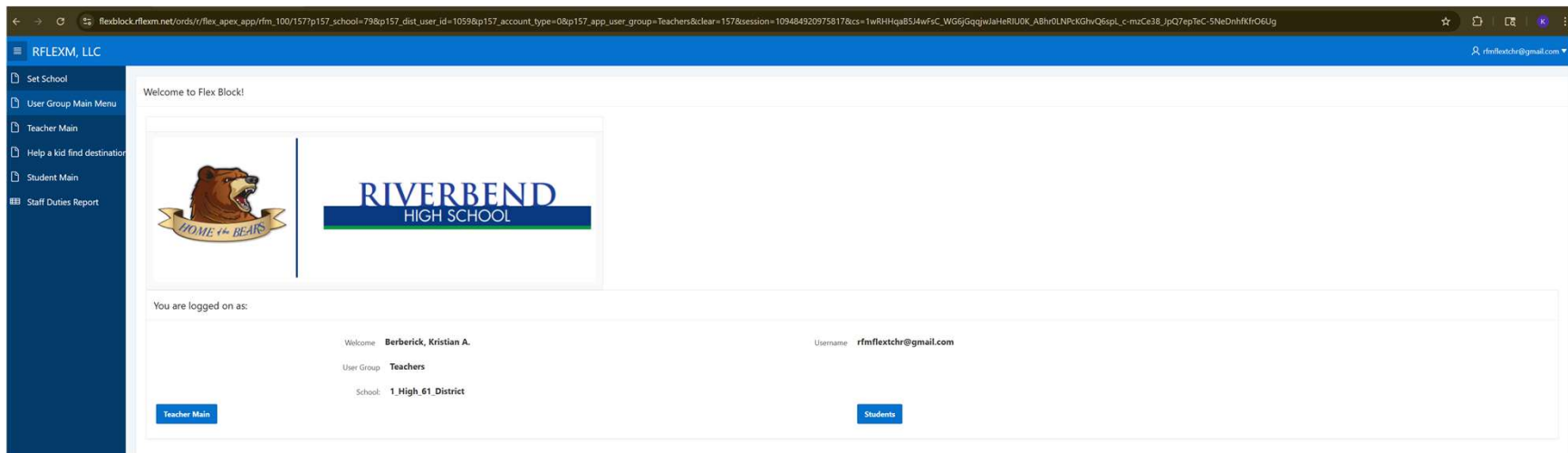
Click Button

Teacher Main

Show destinations to class before Flex Block\
Take Attendance for Flex Block

This one's only for School Within a School Teachers when their schedule does not match the home school scheme

Courses you teach and periods they meet

Help a student find their destination.

You can edit how your name is display in student destinations here. Choose alpha or random seating, enter meeting link.

Pull

Main

Teacher on main **Berberick, Kristian A.**

School **1_High_61_District**

Next Pull Date **11-AUG-25**

Pull   **Destinations**   **Flex Attendance**

My Next Week Of Pulls

My Schedule

Print or download a roster

My Kids

My favorites

You can create Groups, like for clubs your sponsor, and "favorites" to make find students you routinely pull quick to find.

My groups and clubs

Pull by your rosters

More ways to find students, can choose from favorites, all, by date, or availability.

See who you pulled for today, <u>not</u> an attendance list.

Approve student requests here

Pull your students from an alpha roster by block

Tip: "Popular" students are easy to find an open day for if you choose "more dates."

All by availability

Drop down student

See available dates and your duty that day

All by date

Choose date

Drop down students

Scroll through students by alpha

From all previous screens

Click on blue text, name or date
Gets you here

Click Pull

Click Done

Other messages tell if the pull failed:
Somebody else narrowly "beat" you,
It's too late, destinations already published, etc.

Now they show as yours

Click the name to enter a remark, or...

Edit Pull

May Edit Remark

"Un-Pull"

x and "Done" do <u>not</u> save!
Click "Save Remark" then you're
"Done."

Pull ✕

Student pull data for this day

Student name	**Altstaetter, Camden A.**	Date	**15-OCT-25**

Remarks: `Quantum Entanglement Essay`

Pull msg -

[Revert]

[Save remark]

Assignment	Purpose	Remarks	Event Requested	IE Requested	IE Request Remark
Berberick, Kristian A.		Quantum Entanglement Essay			

[Done]

Pull complete

What if student already pulled by another?

"Pull" button shows as "Trump."

The other teacher shows at the bottom of the pull page.

...and you will get a warning that you are attempting to Trump another teacher if your school has settings to allow Trumping and rely on etiquette, instead of restrictions set. If restrictions are set, your trump may be prevented.

Show Destinations block before Flex

Click Destinations

Get this

Take Attendance

Click a name to edit for absent or Tardy

My Flex Attendance

Teacher	**Berberick, Kristian A.**
Date	**11-AUG-25**
School	**1_High_61_District**

Submit Attendance

row(s) 1 - 28 of 28

Last	Desk number	Attendance	Purpose	Remarks	Seat type	Date
Aaron, Liam A.	1	P	Teacher Pull	Unit 5 do-over	Desk Seat	11-AUG-25
Altorfer, King A.	2	P	-	Silent Study Hall	Desk Seat	11-AUG-25
Altstaetter, Camden A.	3	P	-	-	Desk Seat	11-AUG-25
Antonie, Mark A.	4	P	-	Silent Study Hall	Desk Seat	11-AUG-25
Asmuth, Martin A.	5	P	-	Silent Study Hall	Desk Seat	11-AUG-25
Aucker, Travis A.	6	P	-	Silent Study Hall	Desk Seat	11-AUG-25
Battey, Kobe A.	7	P		Silent Study Hall	Desk Seat	11-AUG-25

Edit an individual student's attendance

Drop, select, and Apply Changes (the x and cancel will not save)

Submit

You must click Submit Attendance for changes to be saved.

My Flex Attendance

Teacher **Berberick, Kristian A.**

Date **11-AUG-25**

School **1_High_61_District**

Submit Attendance

row(s) 1 - 28 of 28

Last	Desk number	Attendance	Purpose	Remarks	Seat type	Date
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Asmuth, Martin A.	5	P	-	Silent Study Hall	Desk Seat	11-AUG-25
Aucker, Travis A.	6	P	-	Silent Study Hall	Desk Seat	11-AUG-25

Questions?

Reminder! APP is not 24/7

	Mon-Fri	Sat	Sun
Available	6am	10am	10am
Stopped	10pm	8pm	10pm

Go Bears!