



Teacher Essentials

Everything a student can do, and...

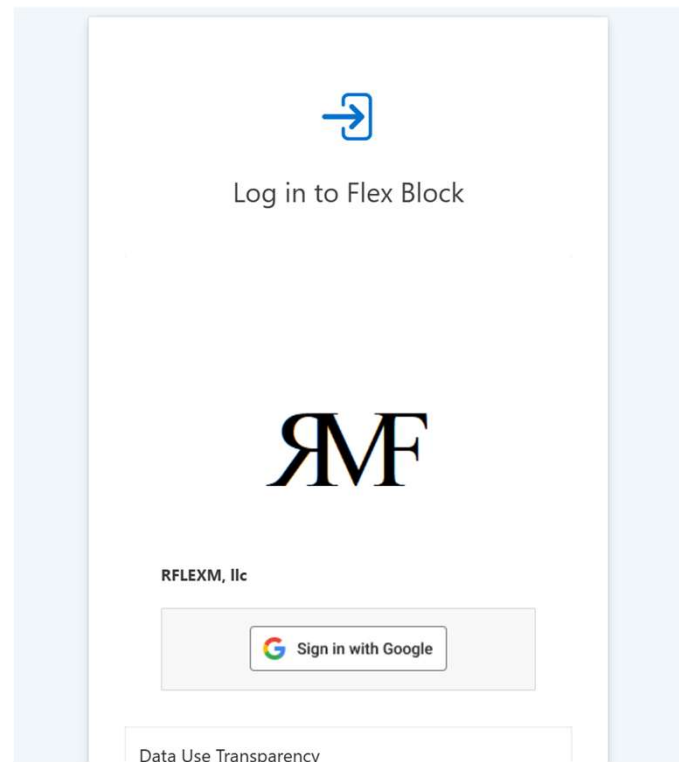
You can do anything for a student, so careful when you go to
“Student Main”

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

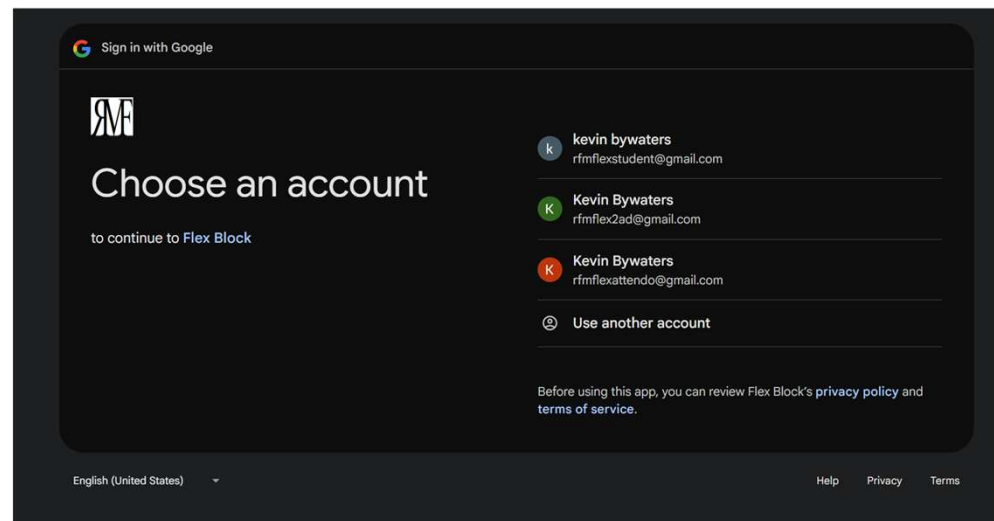
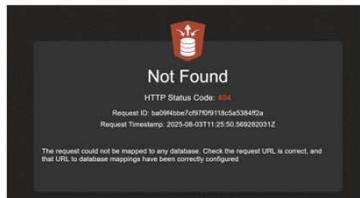
Clicking “sign in with Google” will take you to Google’s Consent screen for RFLEXM’s Flex Block application.



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



RFLEXM.net Home

flexblock.rflexm.net/ords/r/flex_apex_app/flex-block-ss0-for-google/home?session=109484920975817

Flex Block SSO for Google

RF

Select School

Authenticated as: **rfmflexchr@gmail.com**

User Group **Teachers**

Choose School

District	School	Account Type	Email	Slogan
	1_High_61_District	Teachers	rfmflexchr@gmail.com	Go Bears!

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“Go Bears!”

RFLEXM, LLC


Authenticated as: **rfmflexchr@gmail.com**
User Group: **Teachers**

District: **District 23**
School: **1_High_61_District**
Go Bears!

Choose School

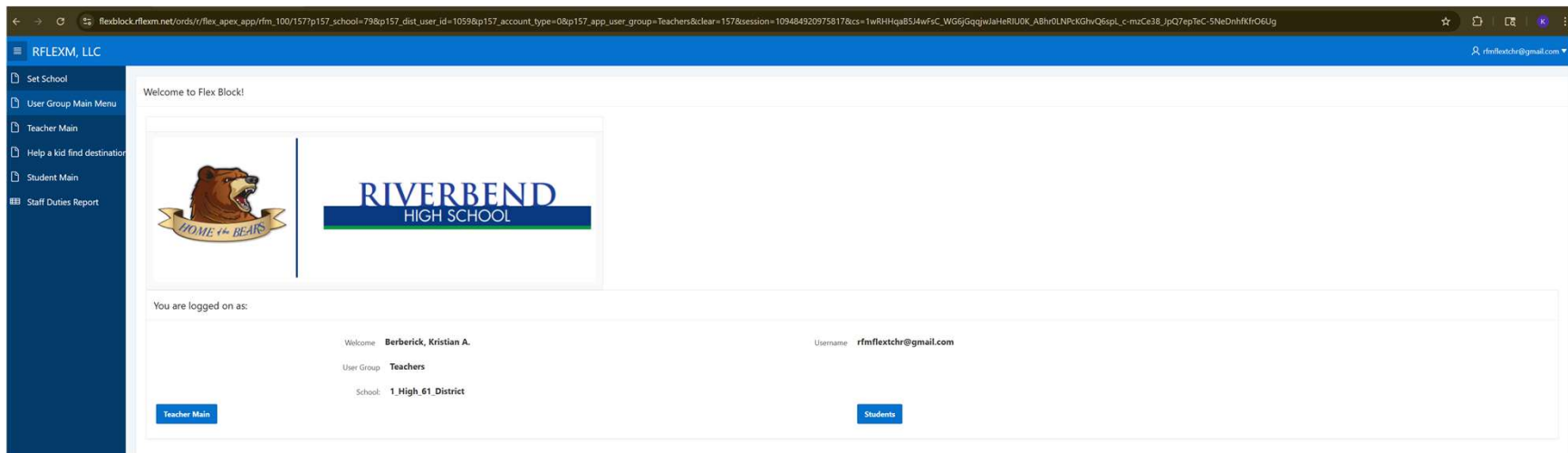
District	School	Account Type	Slogan
District 23	1_High_61_District	Teachers	Go Bears!

1 - 1



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

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

The screenshot shows the 'Teacher Main' interface for 'RFLEXIM, LLC'. The left sidebar contains navigation links: 'Set School', 'User Group Main Menu', 'Teacher Main', 'Help a kid find destination', 'Student Main', and 'Staff Duties Report'. The main content area has tabs for 'Pull', 'Destinations', and 'Flex Attendance'. Below these tabs are sections for 'My Next Week Of Pulls', 'My Schedule', 'My Kids', 'My Favorites', and 'My groups and clubs'. The 'My Classes' section displays a table of courses:

Block	Course
A2	WOMN CHRS I
A2	ADV EPTH SO
A2	WOMN CHRS II
A3	VOC ENGBL I
A3	VOC ENGBL II
A4	WOMN CHRS I
A4	WOMN CHRS II
B6	CON CHRS I
B6	CON CHRS II
B7	SEL WVN CH II
B7	SEL WVN CH I
B8	MENS CHRS II
B8	MENS CHRS I

Below the 'My Classes' section is the 'Teacher Info' section, which includes a table with teacher details:

Teacher id	School	Last	Display name	Room	Department	Alpha	Virtual Link
	1_High_61_District	Berberick, Kristian A.	K. Berberick	-	Fine Arts	Yes	-

Annotations with arrows point to various features: 'Show destinations to class before Flex Block\ Take Attendance for Flex Block' points to the 'Destinations' tab; 'This one's only for School Within a School Teachers when their schedule does not match the home school scheme' points to the 'SWSS Destinations' button; 'Courses you teach and periods they meet' points to the 'My Classes' section; 'You can edit how your name is display in student destinations here. Choose alpha or random seating, enter meeting link.' points to the 'Teacher Info' section; and 'Help a student find their destination.' points to the 'Find A student's Destination' button.

Help a student find their destination.

Pull

Print or download a roster

Group Main Menu

ther Main

o a kid find destination

dent Main

f Duties Report

Pull

Destinations

Flex Attendance

My Next Week Of Pulls

My Schedule

My Kids

My favorites

My groups and clubs

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

School **1_High_61_District**

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

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

Pull by your rosters

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

See who you pulled for today, not an attendance list.

Pull your students from an alpha roster by block

RFLXEM, LLC

- Set School
- User Group Main Menu
- Teacher Main
- Help a kid find destination
- Student Main

Pull by Date and Teacher

Teacher: **Berbarick, Kristian A.**

Pull date: 11-AUG-25

Temp Day

My roster for this day

Date	Block	Day	Week	Duty	Cap
11-AUG-25	B	Monday	even	Study Hall	26

Pull Student Search Options

[Pull from my favorites](#) [Pull from all by availability](#) [Pull from All this Date](#)

Find student

Student Requests

Date	Approve/Cancel	Student	Assignment	Student Request Remark
21-AUG-25	<input type="button" value="Q"/>	Alqaeh, Maxwell A.	unassigned	Please Help me with my sculpture.

1 - 1

My Students

rows: 1 - 122 of 122

Grade	Block	Student Name	Assignment	Purpose	Date	Remarks	Special Program
9	A2	Alqaeh, Maxwell A.	unassigned		11-AUG-25	more dates	
10	A2	Abbaert, Camden A.	unassigned		11-AUG-25	more dates	
9	A2	Akane, Malachi A.	unassigned		11-AUG-25	more dates	
9	A2	Akang, Jeremy A.	unassigned		11-AUG-25	more dates	
10	A2	Antonie, Mark A.	unassigned		11-AUG-25	more dates	
9	A2	Aumath, Martin A.	unassigned		11-AUG-25	more dates	

Approve student requests here

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

All by availability

RFLEXM, LLC

Set School

User Group Main Menu

Teacher Main

Help a kid find destination

Student Main

Staff Duties Report

Pull from All Students by Availability

Teacher: Berberick, Kristian A.

My students

My favorites

Find student

Abbott, James A.

By Availability

Last	Assignment	Date	Remarks	Purpose	Duty	Special Program
Abbott, James A.	unassigned	11-AUG-25			Study Hall	
Abbott, James A.	unassigned	12-AUG-25			PLC	
Abbott, James A.	unassigned	13-AUG-25			IE	
Abbott, James A.	unassigned	14-AUG-25			IE	
Abbott, James A.	unassigned	15-AUG-25			IE	
Abbott, James A.	unassigned	18-AUG-25			Study Hall	
Abbott, James A.	unassigned	19-AUG-25			PLC	
Abbott, James A.	unassigned	20-AUG-25			IE	
Abbott, James A.	unassigned	21-AUG-25			IE	
Abbott, James A.	unassigned	22-AUG-25			IE	
Abbott, James A.	unassigned	25-AUG-25			Study Hall	
Abbott, James A.	unassigned	26-AUG-25			PLC	
Abbott, James A.	unassigned	27-AUG-25			IE	
Abbott, James A.	unassigned	28-AUG-25			IE	
Abbott, James A.	unassigned	29-AUG-25			IE	
Abbott, James A.	unassigned	01-SEP-25			Study Hall	

Download

Drop down student

See available dates and your duty that day

All by date

flexblock.rflexm.net/ords/r/flex_apex_app/rfm_100/148?p148_teacher=2101&p148_date=11-AUG-25&clear=148&session=109484920975817&cs=1OPGc6hYhblH5Ny1nwDvrsC5-k2xzV-YAIR6YjnVc5F9WbuO72xlfhTR

LLC

Main Menu

n

nd destination

n

Report

Pull from All Students

Teacher **Berberick, Kristian A.**

Date 11-AUG-25

My students

My favorites

Single Student

Find student

No data found.

All Students

Grade	Student Name	Assignment	Date	Remarks	Purpose	Special Program	more dates
11	Aaron, Liam A.	unassigned	11-AUG-25				more dates
11	Abbey, Noah A.	unassigned	11-AUG-25			SWAS	more dates
9	Abbot, William A.	unassigned	11-AUG-25				more dates
9	Abbott, James A.	unassigned	11-AUG-25				more dates
10	Abee, Logan A.	unassigned	11-AUG-25				more dates
11	Abel, Benjamin A.	unassigned	11-AUG-25				more dates
11	Abenroth, Mason A.	unassigned	11-AUG-25				more dates

Choose date

Drop down students

Scroll through students by alpha

From all previous screens

Pull

Student pull data for this day

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

Remarks:

Type in remark if you need to
no special characters! Alpha-numeric only

Pull msg: -

Assignment	Purpose	Remarks	Event Requested	IE Requested	IE Request Remark
unassigned					

Click on blue text, name or date
Gets you here

Click Pull

Pull

Student pull data for this day

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

Remarks:

Pull msg: **Success!**

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

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

Click Done

Now they show as yours

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

RFLEXM, LLC

Set School

User Group Main Menu

Teacher Main

Help a kid find destination

Student Main

Staff Duties Report

Pull from All Students

Teacher **Berberick, Kristian A.**

Date 11-AUG-25

My students

Single Student

Find student

No data found.

All Students

Grade	Student Name	Assignment	Date	Remarks	Purpose	Special Program	more dates
11	Aaron, Liam A.	Berberick, Kristian A.	11-AUG-25				more dates
11	Abbey, Noah A.	unassigned	11-AUG-25			SWAS	more dates
9	Abbot, William A.	unassigned	11-AUG-25				more dates

Edit Pull

May Edit Remark

“Un-Pull”

x and “Done” do not 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

Pull msg -

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


Pull complete

nu

ation

Pull from All Students

Teacher **Berberick, Kristian A.**

Date 

My students

Single Student

Find student

No data found.

All Students

Grade	Student Name	Assignment	Date	Remarks	Purpose	Special Program	more dates
11	Aaron, Liam A.	Berberick, Kristian A.	11-AUG-25	Unit 5 do-over			<div>more dates</div>

What if student already pulled by another?

Pull

Student pull data for this day

Student name **Alwine, Malachi A.** Date **20-OCT-25**

Remarks Please do not enter sensitive personal information in this database

Pull msg -

Trump

Assignment	Purpose	Remarks	Event Requested	IE Requested	IE Request Remark
Astry, Karson A.					

Done

"Pull" button shows as "Trump."

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

Alwine, Malachi A. Date 20-OCT-25

Please do not enter sensitive personal information in this database

You are attempting a "Trump." Continue? Have you contacted the teacher already assigned?

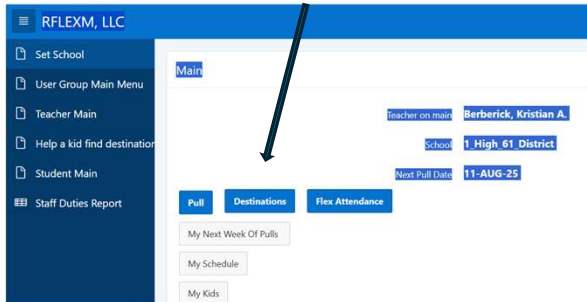
Cancel **Trump**

nt	Purpose	Remarks	Event Requested	IE Requested	IE Request R
A.					

...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

The screenshot shows the RFLEXM, LLC interface with the 'My Destinations' table. The sidebar is the same as in the previous screenshot. The main content area has a header with 'My Destinations', a 'Teacher' dropdown set to 'Berberick, Kristian A.', and a 'Date' dropdown set to '11-AUG-25'. Below this is a table with columns: Last, Room, Teacher, Purpose, and Date1. The table contains 22 rows of data. At the bottom of the table is a 'Download' link and a footer indicating 'row(s) 1 - 22 of 22'.

Last	Room	Teacher	Purpose	Date1
Alspach, Maxwell A.	102	R. Beuhler		10-AUG-25
Altstaetter, Camden A.	102	R. Beuhler		10-AUG-25
Alwine, Malachi A.	102	R. Beuhler		10-AUG-25
Ankeny, Jeremy A.	106	D. Bartow		10-AUG-25
Antonie, Mark A.	106	D. Bartow		10-AUG-25
Asmuth, Martin A.	114	B. Amsler		10-AUG-25
Barlee, Mohamed A.	125	B. Amberson		10-AUG-25
Barr, Braylon A.	126	F. Blatter		10-AUG-25
Beakes, Cayson A.	134	L. Brosius		10-AUG-25
Bernard, Jadiel A.	146	T. Bible		10-AUG-25
Bertrand, Jon A.	146	T. Bible		10-AUG-25
Bevil, Emery A.	148	A. Braker		10-AUG-25
Bjornstrom, Mayson A.	156	S. Bueker		10-AUG-25
Bowerman, Alexandra A.	192	E. Billingsley		10-AUG-25
Brodine, Kinley A.	208	M. Bolander		10-AUG-25
Brumenschenkel, Lana A.	210	A. Broderick		10-AUG-25
Bryner, Kyla A.	212	A. Bartell		10-AUG-25
Chiros, Erica A.	252	E. Bracher		10-AUG-25
Cisterino, Paulina A.	256	C. Acosta		10-AUG-25
Coblentz, Carla A.	259	O. Axeson		10-AUG-25
Coffin, Spencer A.	260	K. Browneller		10-AUG-25
Colesar, Jenny A.	261	G. Aldrich		10-AUG-25

Download

row(s) 1 - 22 of 22

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
Battay, Kobe A.	7	P	-	Silent Study Hall	Desk Seat	11-AUG-25

Edit an individual student's attendance

The screenshot shows a web form titled "PAT" with a close button (X) in the top right corner. The form contains the following fields:

- * Student Bb Id**: **Antonie, Mark A.**
- * Date Id**: **11-AUG-25**
- * Attendance**: A dropdown menu with options: --, NT, P, **A** (selected), and T.
- School**: A text field with the value "1_District".

At the bottom of the form, there are two buttons: "Cancel" on the left and "Apply Changes" on the right.

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
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	A	-	Silent Study Hall	Desk Seat	11-AUG-25
Asmuth, Martin A.	5	P	-	Silent Study Hall	Desk Seat	11-AUG-25
Aurker, Travis A.	6	D	-	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



RIVERBEND
HIGH SCHOOL

Go Bears!