



7 Features to Look For in a Flex Scheduling Tool

1 Scheduling Capabilities

Why it's important:

You need a tool that can effectively and efficiently schedule students for flex time. Students have unique needs, so a good tool will give you a variety of scheduling options.

What to look for:

- How quickly can you schedule a student?
- Can you schedule groups of students?
- Can you schedule students for repeating appointments?



Why it's important:

Attendance is a key way to track accountability. You want to know that your students are not just present, but also actively engaged.

What to look for:

- Can you take attendance within the application?
- Can you track engagement?

Ability to Take Attendance 2

3 Analysis Options

Why it's important:

Knowing if your flex periods are being used well is essential for helping students be successful. Are their needs being met?

What to look for:

- What information is available in the reports?
- Can reports be downloaded or exported?



Why it's important:

Entering each user and their data individually into a software tool is a nightmare, especially in a big school. A good flex scheduler will integrate with your school's SIS.

What to look for:

- Does this tool integrate with the SIS your school uses?
- Is it secure?

Integration 4

5

Student Scheduling

Why it's important:

Flex time teaches students how to make decisions that will benefit them. Students need to have a voice in their learning. An effective tool will allow students to self-schedule for flex.

What to look for:

- Can a student request to see a teacher and schedule themselves if given the option? Is it easy to manage?
- Can students view their schedule?



Why it's important:

We know that it's best to start simple with a flex period. But as your school's needs grow, you will need a tool that grows with you.

What to look for:

- An application whose team is willing to work with you.
- Does the tool adapt to changing school needs and technology?

Flexibility

6

7

Support

Why it's important:

Adding another technology tool means learning and sometimes troubleshooting. You want a tool that is easy to learn and offers reliable support.

What to look for:

- What is there available for training?
- How difficult is it to learn?
- Is the application's team willing to support you well after you've purchased their tool?



Why Choose Enriching Students?

1. Meet all of your scheduling needs

Schedule students to see you during flex time with just a couple of clicks. Or, assign students to see other teachers, schedule groups of students, create repeating appointments and more!

2. Attendance that tracks engagement

Take attendance for each student in your flex periods. In addition to marking students as present or absent, you can select a value to track if students were actively engaged.

3. Analysis reports

Run reports to view application and flex period usage for accountability and insight.

4. Integrates with your SIS

Easily import your SIS data to cut down on tedious processes.

5. Student self-schedule and requests

Set permissions to let students request to see specific teachers during flex, or even schedule themselves. Enriching Students also has a mobile app for students so they can receive notifications when their schedule changes.

6. We want to hear from you!

At Enriching Students we value our users and want to know what we can do to make our application even better to meet your needs.

7. Attentive customer support

From our training docs and suite of tutorial videos, to product demos, and one-on-one support in response to support tickets, we're there for you to make flex scheduling easy.

Empower Teachers to Provide What Students Really Need. Time.

Manage a Flexible School Schedule to Give Students What they Need, When They Need It.

Enriching Students helps schools schedule students for flex time, WIN time, advisory and more. Go to enrichingstudents.com and **schedule a demo** today!