

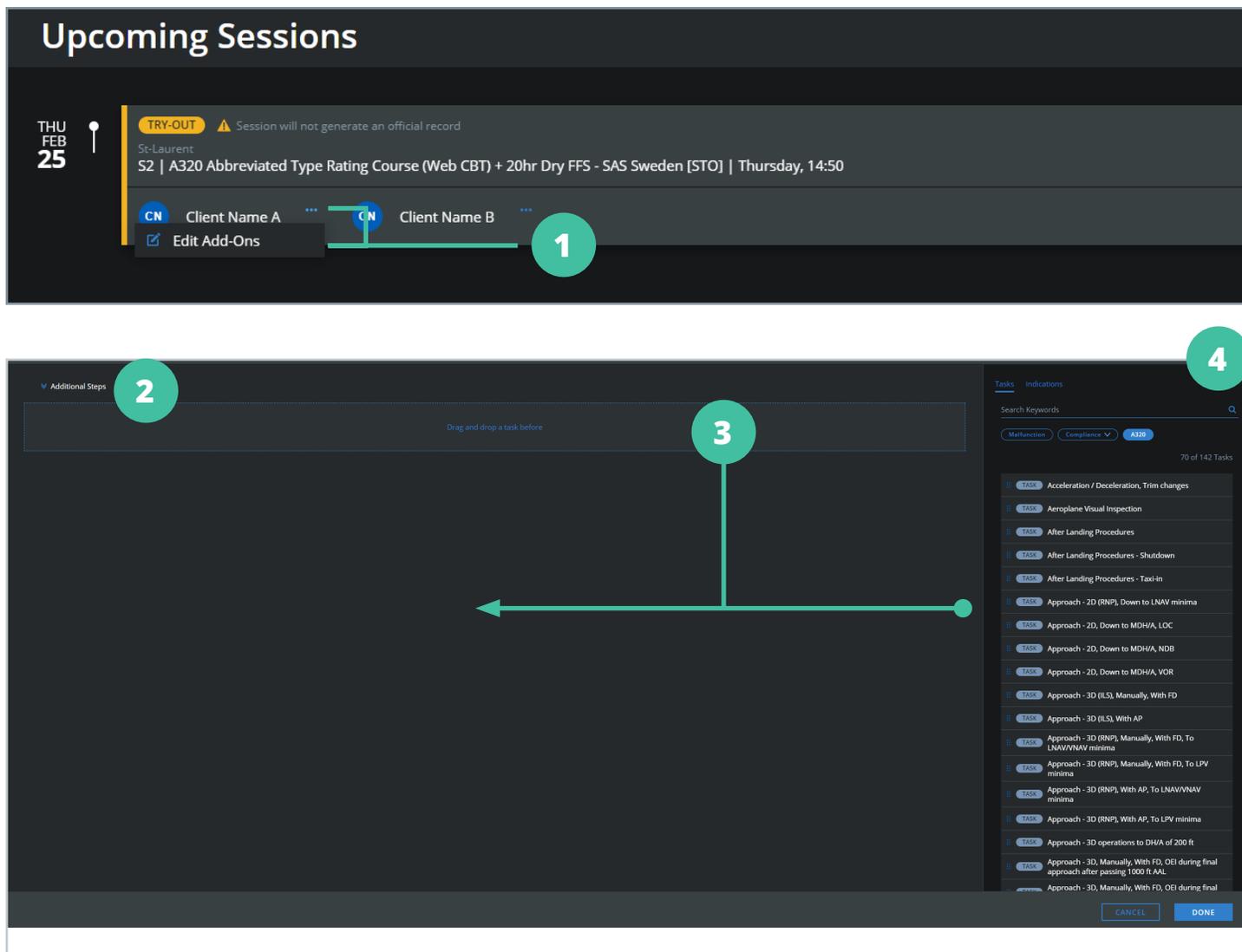


CAERise eGrading

Editing a Session

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To edit a session by including additional steps to the predetermined tasks, refer to the following procedure.



1 Edit Add-Ons

To add more tasks, click on the three blue dots and select **Edit Add-Ons**.

3 Drag and Drop

Using the Tasks Menu on the right, you can drag and drop the desired tasks in the **Additional Steps** list.

2 Additional Steps

This will open a new window where you can add the additional steps required for the session.

4 Available Tasks

You can search and filter through all the available using the Task Menu on the right of the screen. Once selected, click **DONE**.