

## Arrange the Seating Chart

You can arrange your seating chart with student desk icons. You can also [post attendance](#) with the seating chart.

1. On the Home screen, click **Classes**.
2. Select a class.
3. On the toolbar, click **Seating Chart**.
4. Drag-and-drop the student desk icons where you want them.

### Useful Information



You can right-click on the teacher's desk to rotate it.

Also, you can right-click in an empty area to access the options to resize the desk icons or auto arrange them. If you're using a mobile device and experience problems with getting the right-click function to work, you can resize the desk icons by navigating to the **Home screen > Options > Seating Chart**.

5. To save your seating chart, click **Save Positions**.