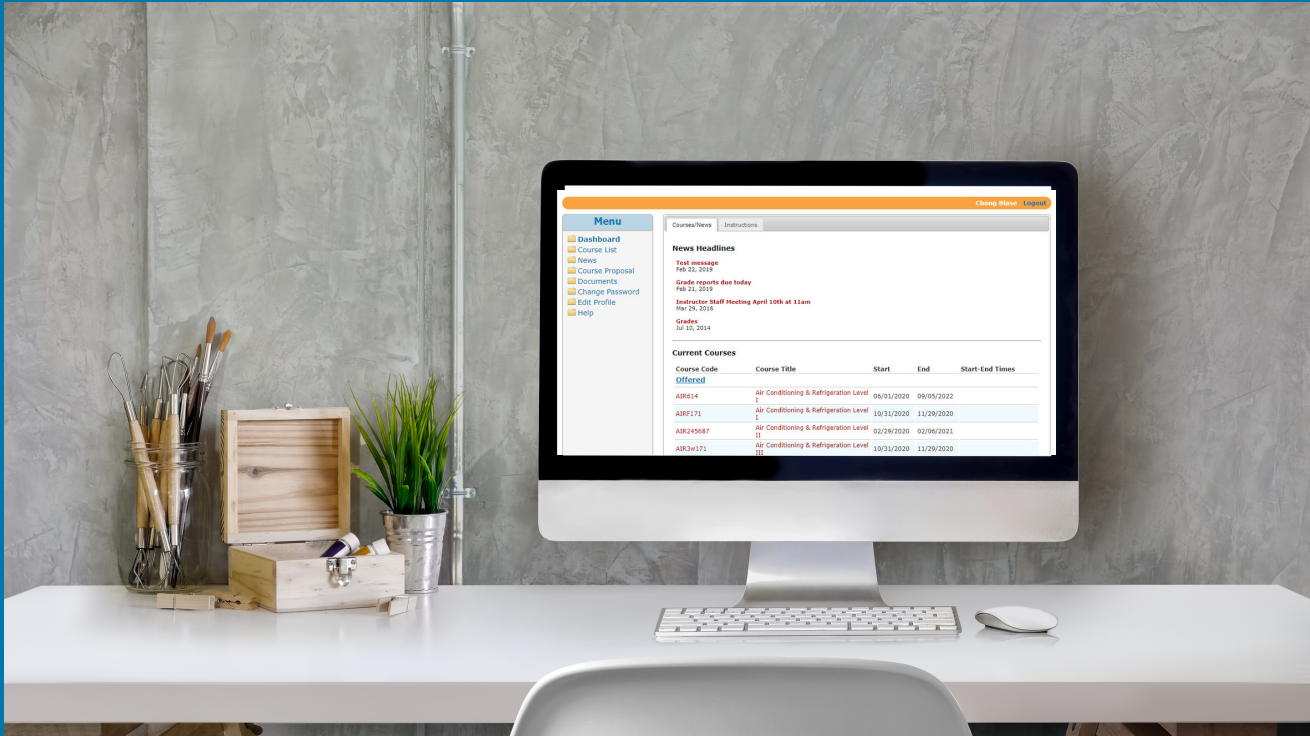


# Get to know QuickTools, the Instructor Module for XenDirect



QuickTools allows instructors and administrators to:

- access basic data with ease
- view the dashboard, course lists (past, current, future), news & more
- upload documents & control course material
- propose new courses
- enter grades , hours, case notes, & attendance
- email students (individuals, groups, class)
- access reports including rosters, classifications, evaluations, & attendance
- edit profiles including logins & and contact info

Contact [sales@xenegrade.com](mailto:sales@xenegrade.com)  
for more information

 **Xenegrade**  
Student Registration Systems