



Teacher Essentials

Everything a student can do, and...

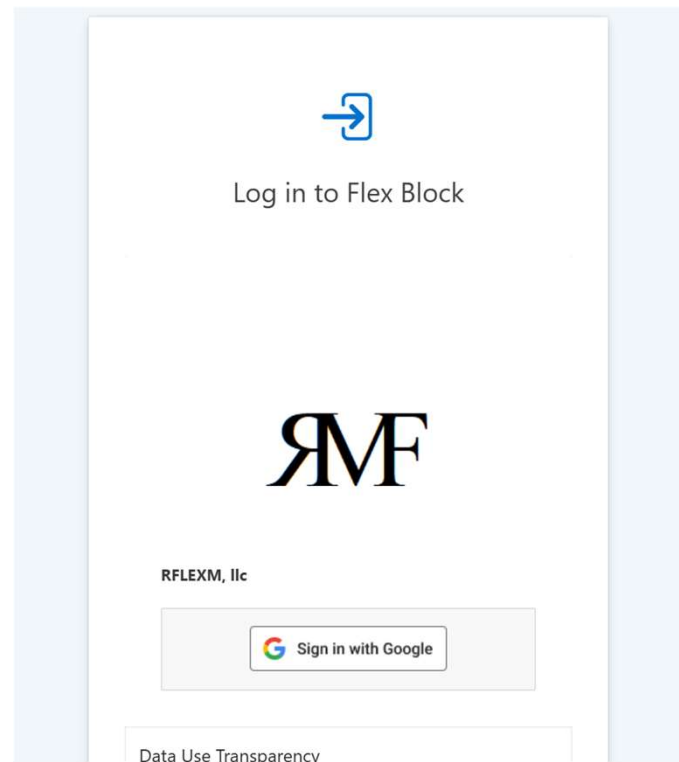
You can do anything for a student, so careful when you go to
“Student Main”

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

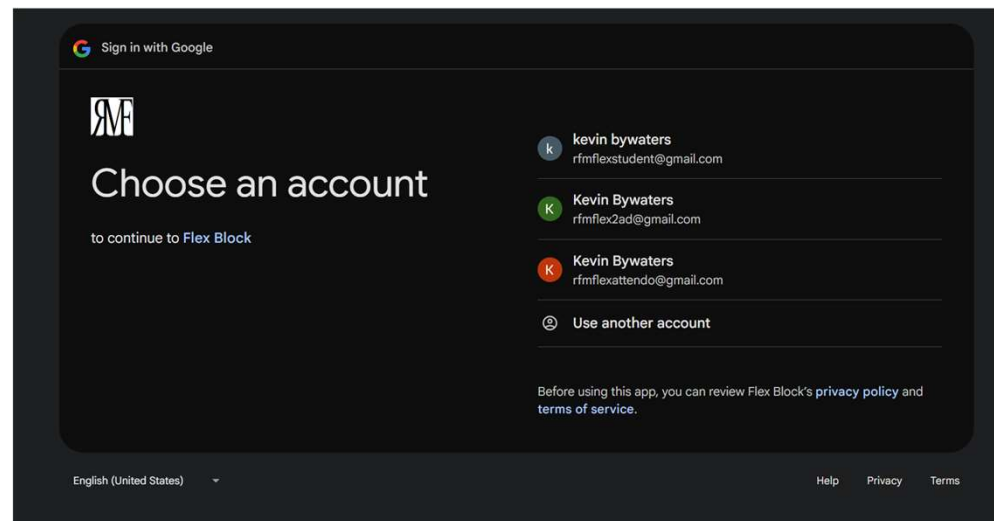
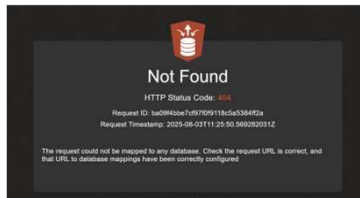
Clicking “sign in with Google” will take you to Google’s Consent screen for RFLEXM’s Flex Block application.



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



The screenshot shows a web browser window with the URL `flexblock.rflexm.net/ords/r/flex_apex_app/flex-block-ss0-for-google/home?session=109484920975817`. The page title is "Flex Block SSO for Google". Below the RFLEXM logo, there is a "Select School" section. It shows the user is authenticated as `rfmflextchr@gmail.com` with a user group of `Teachers`. Under the "Choose School" heading, there is a table with one row of data:

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

At the bottom right of the table, it says "1 - 1".

“Go Bears!”

The screenshot shows the RFLXEM, LLC web application. The header includes the company name and a user profile for 'rflmflexchr@gmail.com'. The main content area is titled 'Select School' and displays the following information:

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

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

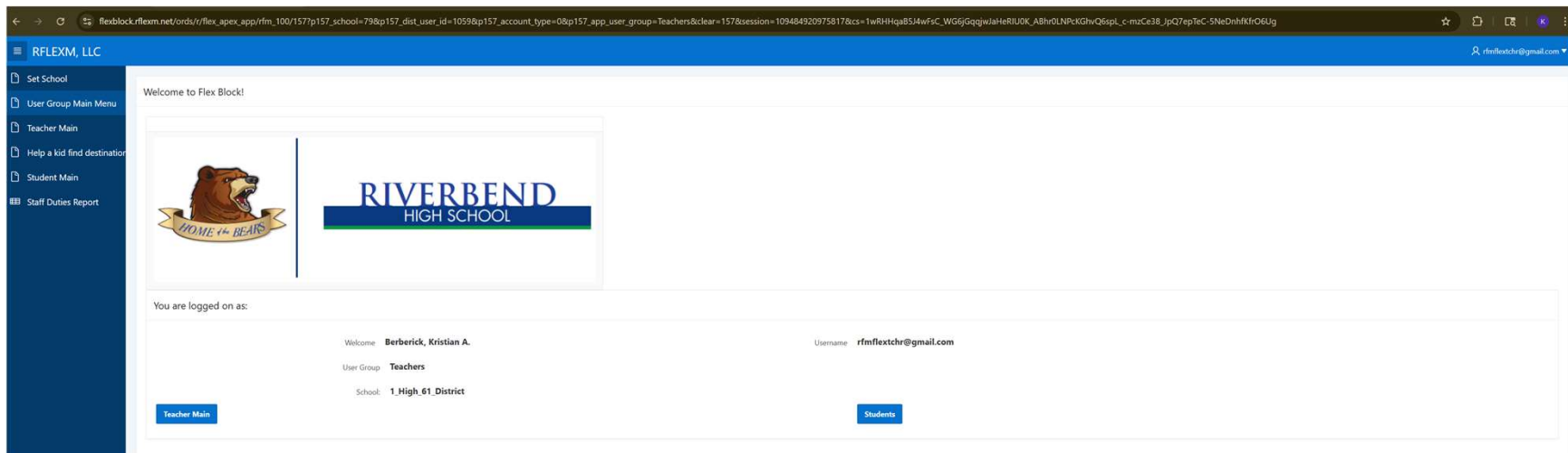
Below this, there is a 'Choose School' section with a table:

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

A blue arrow points to a small blue square icon with a white sign symbol, located next to the 'Go Bears!' text.

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 are links 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 ERTH SCI |
| A2 | WOMN CHRS II |
| A3 | VOC ENGL I |
| A3 | VOC ENGL 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 table is a 'Teacher Info' section with a table:

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

Annotations include:

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

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

The screenshot displays the RFLXEM, LLC software interface. On the left is a blue sidebar menu with options: 'Set School', 'User Group Main Menu', 'Teacher Main', 'Help a kid find destination', and 'Student Main'. The main area is titled 'Pull by Date and Teacher'. It includes a 'Teacher' dropdown set to 'Berberick, Kristian A.' and a 'Pull date' dropdown set to '11-AUG-25'. Below this is a 'My roster for this day' section with a table showing the schedule for 11-AUG-25. The table has columns: Date, Block, Day, Week, Duty, and Cap. The first row shows '11-AUG-25', 'B', 'Monday', 'even', 'Study Hall', and '26'. Below the table are 'Pull Student Search Options' with three buttons: 'Pull from my favorites', 'Pull from all by availability', and 'Pull from All this Date'. A 'Find student' input field is also present. To the right is a 'Student Requests' section with a table showing requests for 11-AUG-25. The table has columns: Date, Approve/Cancel, Student, Assignment, and Student Request Remark. One request is shown for 'Alqaeh, Maxwell A.' with the assignment 'unassigned' and the remark 'Please Help me with my sculpture.' Below these sections is a 'My Students' section with a table showing a list of students. The table has columns: Grade, Block, Student Name, Assignment, Purpose, Date, Remarks, and Special Program. The first row shows '9', 'A2', 'Alqaeh, Maxwell A.', 'unassigned', 'Purpose', '11-AUG-25', and a 'more dates' link. The second row shows '10', 'A2', 'Abbaert, Camden A.', 'unassigned', 'Purpose', '11-AUG-25', and a 'more dates' link. The third row shows '9', 'A2', 'Alaine, Malachi A.', 'unassigned', 'Purpose', '11-AUG-25', and a 'more dates' link. The fourth row shows '9', 'A2', 'Adams, Jeremy A.', 'unassigned', 'Purpose', '11-AUG-25', and a 'more dates' link. The fifth row shows '10', 'A2', 'Antonie, Mark A.', 'unassigned', 'Purpose', '11-AUG-25', and a 'more dates' link. The sixth row shows '9', 'A2', 'Aumath, Martin A.', 'unassigned', 'Purpose', '11-AUG-25', and a 'more dates' link. A blue arrow points from the 'Pull from all by availability' button to the 'My roster for this day' table. Another blue arrow points from the 'Pull from All this Date' button to the 'Pull Student Search Options' section.

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

| Date | Approve/Cancel | Student | Assignment | Student Request Remark |
|-----------|---|--------------------|------------|-----------------------------------|
| 11-AUG-25 | <input type="button" value="Approve/Cancel"/> | Alqaeh, Maxwell A. | unassigned | Please Help me with my sculpture. |

| 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 | Alaine, Malachi A. | unassigned | | 11-AUG-25 | more dates | |
| 9 | A2 | Adams, 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 **Aaron, Liam A.** Date **11-AUG-25**

Remarks

Pull msg

Pull

| Assignment | Purpose | Remarks | Event Requested | IE Requested | IE Request Remark |
|------------|---------|---------|-----------------|--------------|-------------------|
| unassigned | | | | | |

Done

Click on blue text, name or date
Gets you here

Click Pull

Pull

Student pull data for this day

Student name **Aaron, Liam A.** Date **11-AUG-25**

Remarks

Pull msg **Success!**

Pull

| Assignment | Purpose | Remarks | Event Requested | IE Requested | IE Request Remark |
|------------------------|---------|---------|-----------------|--------------|-------------------|
| Berberick, Kristian A. | | | | | |

Done

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

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 |

Enter Remark or Edit Pull

Enter a remark like: "unit 5 test do-over"
No sensitive personal information.

"Un-Pull"

x and "Done" do not save!
Click "Save Remark" then you're
"Done."

Pull

Student pull data for this day

Student name: **Aaron, Liam A.** Date: **11-AUG-25**

Remarks: Please do not enter sensitive personal information in this database.

Pull msg: -

Buttons: **Revert**, **Save remark**, **Done**

| Assignment | Purpose | Remarks | Event Requested | IE Requested | IE Request Remark |
|------------------------|---------|---------|-----------------|--------------|-------------------|
| Berberick, Kristian A. | | | | | |

Pull complete

nu

ation


Pull from All Students

Teacher

Berberick, Kristian A.

Date

11-AUG-25



My students

Single Student

Find student

▼

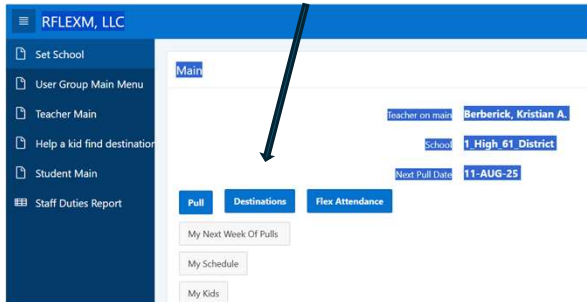
No data found.

All Students

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

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 |

Take Attendance

Click a name to edit for absent or Tardy

My Flex Attendance

Teacher

Berberick, Kristian A.

Date

11-AUG-25

School

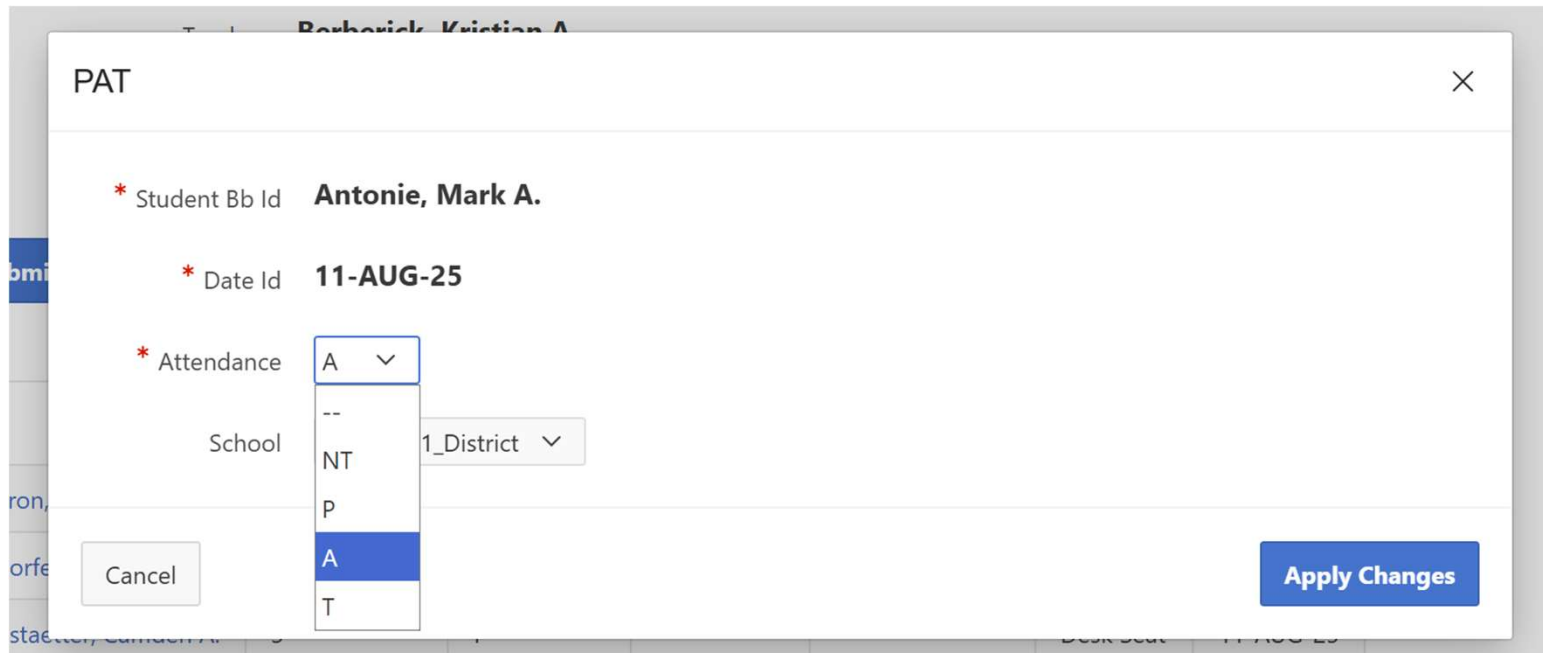
1_High_61_District

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-based form titled "PAT" with a close button (X) in the top right corner. The form contains three required fields, each marked with a red asterisk:

- * Student Bb Id**: **Antonie, Mark A.**
- * Date Id**: **11-AUG-25**
- * Attendance**: A dropdown menu is open, showing options: "--", "NT", "P", "A" (highlighted in blue), and "T".

Below the "Attendance" field, there is a "School" label and a "1_District" dropdown menu. At the bottom left is a "Cancel" button, and at the bottom right is a blue "Apply Changes" button.

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 | P | - | 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!