



# Teacher Essentials

Everything a student can do, and...

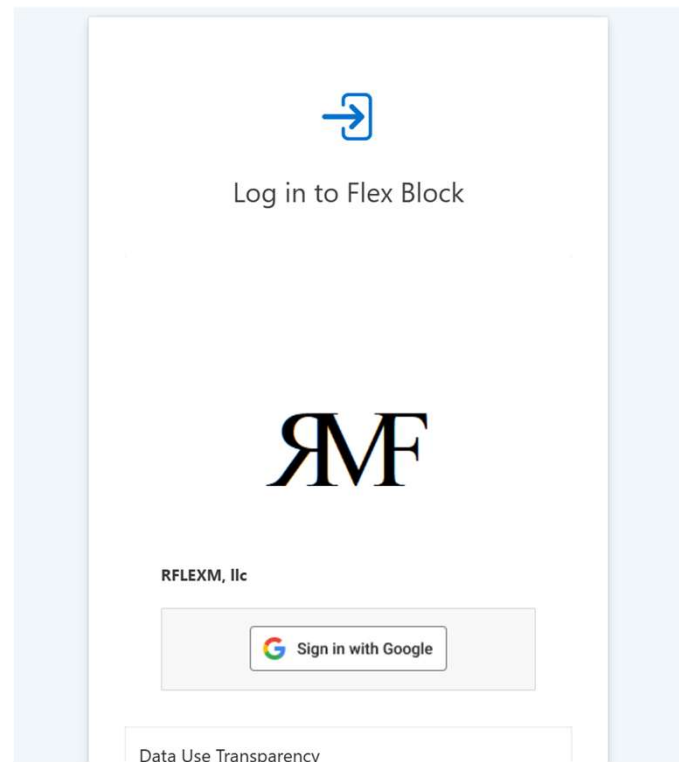
You can do anything for a student, so careful when you go to  
“Student Main”

Login: [https://flexblock.rflexm.net/ords/r/flex\\_apex\\_app/rfm\\_100/login\\_desktop](https://flexblock.rflexm.net/ords/r/flex_apex_app/rfm_100/login_desktop)


Student Essentials: [https://rflexm.net/downloads/Student\\_Essentials.pdf](https://rflexm.net/downloads/Student_Essentials.pdf)

# Login screen

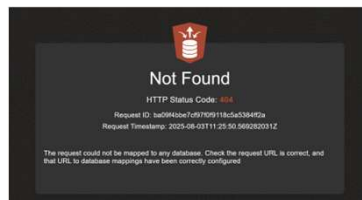
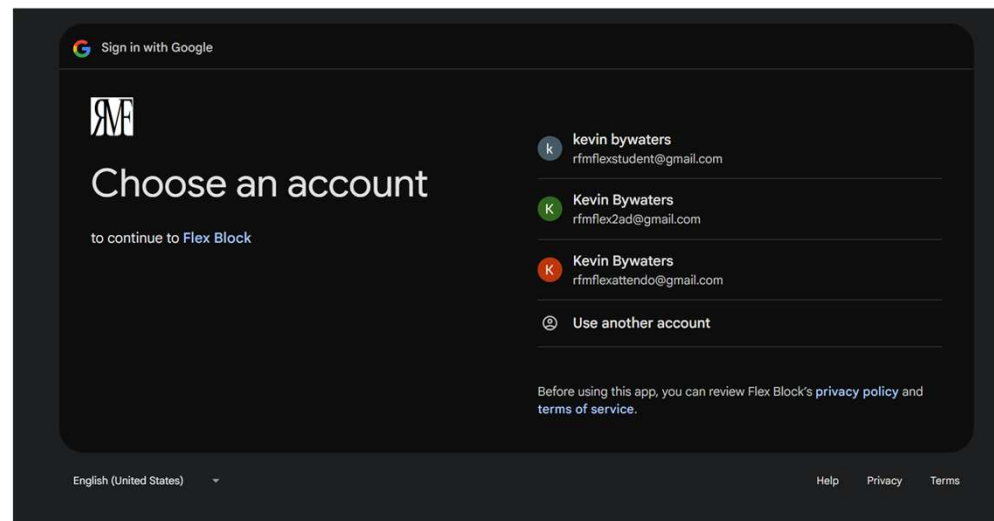
Clicking “sign in with Google” will take you to Google’s Consent screen for RFLEXM’s Flex Block application.



# Google Consent Screen

If you have multiple Chrome profiles, you will see a screen something like this. 

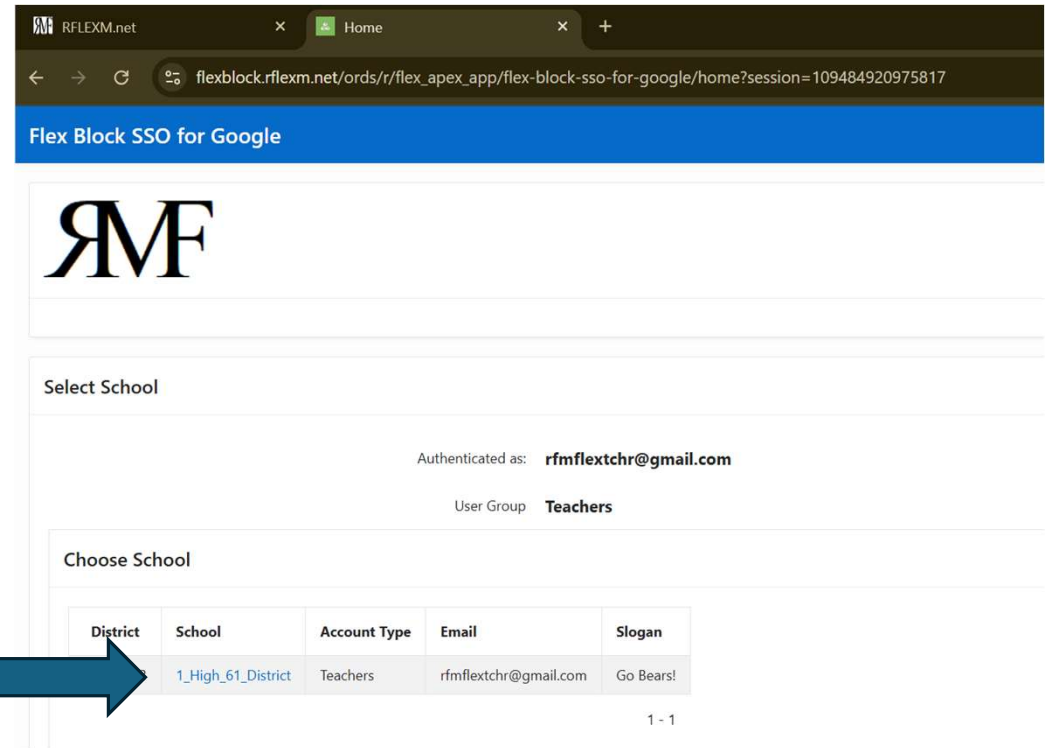
You must use your school issued email to use Flex Block. If you try to login with any other profile, you will get an error:



# Choose School Screen

- You only see schools you are in that are using RFLEXM's app.

Click on your school



RFLEXM.net

Home

flexblock.rflexm.net/ords/r/flex\_apex\_app/flex-block-ssso-for-google/home?session=109484920975817

Flex Block SSO for Google

RFLEXM

Select School

Authenticated as: **rfmflectchr@gmail.com**

User Group **Teachers**

Choose School

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

1 - 1

# “Go Bears!”

The screenshot shows a web browser window with the URL: flexblock.rflexm.net/ords/r/flex\_apex\_app/rfm\_100/set\_school?p1\_set\_district=61&p1\_set\_school=79&p1\_user\_id=1059&p1\_slogan=Go%20Bears%21&authenticated\_as=rfmflexchr%40gmail.com&p1\_app\_user\_group=Teachers&session=109484920975817&cs=1KA0qsBgiR4IUnQmtDg1k24QPlyctXMYKN3eYnFXZwg2HU9kMuu\_foPQ-Q683D87Y...

The page header is blue with the text "RFLXMX, LLC" on the left and "rfmflexchr@gmail.com" on the right. Below the header is a large white area with the "RFLXMX" logo on the left. The main content area is titled "Select School" and contains the following information:

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

District: **District 23**  
School: **1\_High\_61\_District**  
Go Bears!

Below this information is a "Choose School" section with a table:

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

At the bottom of the table is the text "1 - 1". A blue arrow points to a small blue square icon with a white sign-in symbol, located to the right of the "Go Bears!" text.

Once the blue sign in icon appears,  
Click it...

# Welcome!

flexblock.rflexm.net/ords//flex\_apex\_app/rfm\_100/157/p157\_school=798&p157\_dist\_user\_id=1059&p157\_account\_type=0&p157\_app\_user\_group=Teachers&clear=157&session=109484920975817&ccs=1wRHq854wfsC\_WG5GqjwJaHeRIUOK\_Abhr0LNpKXGhvQ6spl\_c\_mzCa38\_jpQ7epTeC-5NeDnhKfrO6Ug

rflfxchr@gmail.com

RFLFXM, LLC

Set School

User Group Main Menu


Teacher Main

Help a kid find destination

Student Main

Staff Duties Report

Welcome to Flex Block!

 RIVERBEND HIGH SCHOOL

You are logged on as:

Welcome **Berberick, Kristian A.** Username **rflfxchr@gmail.com**

User Group: **Teachers**

School: **1\_High\_61\_District**

[Teacher Main](#) [Students](#)



Click Button

# Teacher Main

Show destinations to class before Flex Block/  
Take Attendance for Flex Block

Teacher on main: **Berberick, Kristian A.**  
School: **1\_High\_61\_District**  
Next Pull Date: **11-AUG-25**

Buttons: **Pull**, **Destinations**, **Flex Attendance**

My Next Week Of Pulls: **Flex Attendance**

My Classes

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 WN CH II
B7	SEL WM CH I
B8	MENS CHRS II
B8	MENS CHRS I

Teacher Info

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

This one's only for School Within a School Teachers when their schedule does not match the home school scheme.

Find A student's Destination

SWAS Destinations

Courses you teach and periods they meet.

Help a student find their destination.

You can edit how your name is display in student destinations here. Choose alpha or random seating, enter meeting link.

# Pull



Main

Teacher on main **Berberick, Kristian A.**

School **1\_High\_61\_District**

Next Pull Date **11-AUG-25**

**Pull**

**Destinations**

**Flex Attendance**

My Next Week Of Pulls

My Schedule

My Kids

My favorites

My groups and clubs

Print or download a roster

You can create Groups, like for clubs you sponsor, and "favorites" to make students you routinely pull easy to find.

# Pull by your rosters

More ways to find students, you can choose from favorites, all, by date, or availability.

See who you pulled for today, not an attendance list.

The screenshot displays the 'Pull by Date and Teacher' interface. The top navigation bar includes 'RFL EXM, LLC' and a menu with 'Set School', 'User Group Main Menu', 'Teacher Main', and 'Help a kid find destination'. The main content area is titled 'Pull by Date and Teacher' and shows the teacher 'Berberick, Kristian A.' and a pull date of '11-AUG-25'. Below this, there is a 'My roster for this day' table with columns for Date, Block, Day, Week, Duty, and Cap. The table shows one entry for '11-AUG-25' in Block 'B' on Monday, with a duty of 'event' in 'Study Hall' for '26' students. Below the table are 'Pull Student Search Options' with buttons for 'Pull from my favorites', 'Pull from all by availability', and 'Pull From All this Date'. A search box is provided. To the right, there is a 'Student Requests' table with columns for Date, Approve/Cancel, Student, Assignment, and Student Request Remark. One request is shown for '21-AUG-25' for student 'Alqaeh, Maxwell A.' with an 'unassigned' assignment and the remark 'Please Help me with my sculpture.'. At the bottom, the 'My Students' section shows a table with columns for Grade, Block, Student Name, Assignment, Purpose, Date, Remarks, and Special Program. The table lists six students with 'unassigned' assignments and 'more dates' links.

Grade	Block	Student Name	Assignment	Purpose	Date	Remarks	Special Program
9	A2	Alqaeh, Maxwell A.	unassigned		11-AUG-25	<a href="#">more dates</a>	
10	A2	Albaertin, Camelia A.	unassigned		11-AUG-25	<a href="#">more dates</a>	
9	A2	Alvine, Malachi A.	unassigned		11-AUG-25	<a href="#">more dates</a>	
9	A2	Askary, Jeremy A.	unassigned		11-AUG-25	<a href="#">more dates</a>	
10	A2	Antonio, Mark A.	unassigned		11-AUG-25	<a href="#">more dates</a>	
9	A2	Aumath, Martin A.	unassigned		11-AUG-25	<a href="#">more dates</a>	

Approve student requests here

Pull your students from an alpha roster by block.

Tip: "Popular" students are easy to find an open day for if you choose "more dates."

# All by availability

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

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				<a href="#">more dates</a>
11	Abbey, Noah A.	unassigned	11-AUG-25			SWAS	<a href="#">more dates</a>
9	Abbot, William A.	unassigned	11-AUG-25				<a href="#">more dates</a>
9	Abbott, James A.	unassigned	11-AUG-25				<a href="#">more dates</a>
10	Abec, Logan A.	unassigned	11-AUG-25				<a href="#">more dates</a>
11	Abel, Benjamin A.	unassigned	11-AUG-25				<a href="#">more dates</a>
11	Abenroth, Mason A.	unassigned	11-AUG-25				<a href="#">more dates</a>

Choose date

Drop down students

Scroll through students by alpha

# From all previous screens

Pull

Student pull data for this day

Student name **Altstaetter, Camden A.** Date **15-OCT-25**

Remarks Please do not enter sensitive personal information in this database.  
Type in remark if you need to.

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 **Altstaetter, Camden A.** Date **15-OCT-25**

Remarks Quantum Entanglement Essay

Pull msg **Success!**

Pull

Assignment	Purpose	Remarks	Event Requested	IE Requested	IE Request Remark
Berberick, Kristian A.		Quantum Entanglement Essay			

Done

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

Click Done

# Now they show as yours

Click the name to enter a remark, or...

The screenshot shows the RFLEXM, LLC software interface. On the left is a dark blue navigation menu with the following items: Set School, User Group Main Menu, Teacher Main, Help a kid find destination, Student Main, and Staff Duties Report. The main content area is titled 'Pull from All Students' and includes a 'Teacher' field set to 'Berberick, Kristian A.' and a 'Date' field set to '11-AUG-25'. Below this is a 'My students' section with a 'Single Student' filter and a 'Find student' dropdown menu. A 'No data found.' message is displayed below the filter. At the bottom, an 'All Students' table is visible, with a blue arrow pointing to the 'Student Name' column. The table has the following data:

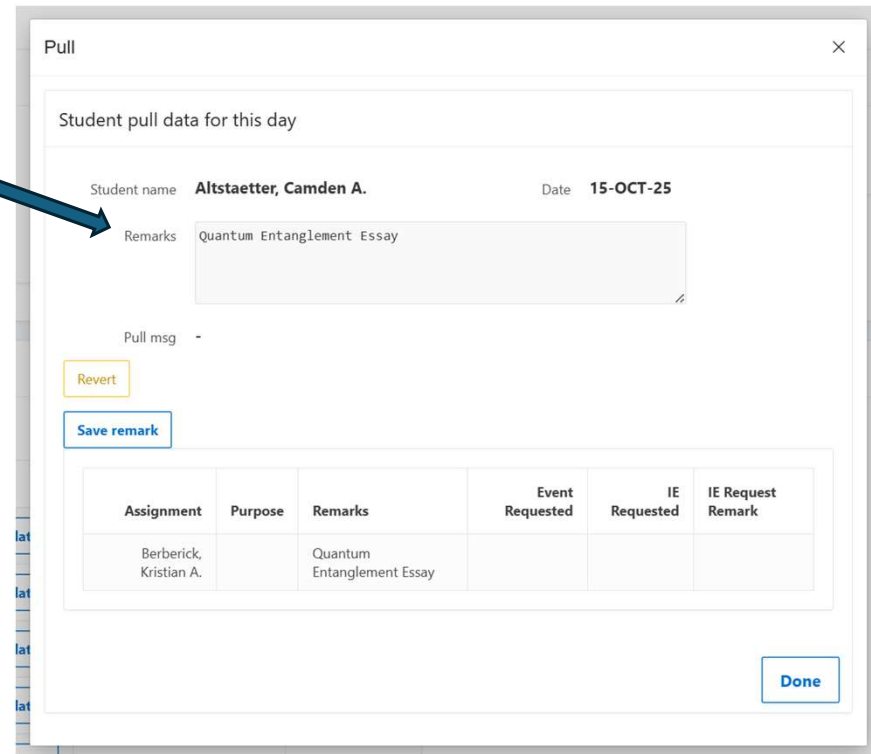
Grade	Student Name	Assignment	Date	Remarks	Purpose	Special Program	more dates
11	<a href="#">Aaron, Liam A.</a>	Berberick, Kristian A.	11-AUG-25				<a href="#">more dates</a>
11	<a href="#">Abbey, Noah A.</a>	unassigned	11-AUG-25			SWAS	<a href="#">more dates</a>
9	<a href="#">Abbot, William A.</a>	unassigned	11-AUG-25				<a href="#">more dates</a>

# Edit Pull

May Edit Remark

“Un-Pull”

x and “Done” do not save!  
Click “Save Remark” then you’re  
“Done.”



The screenshot shows a window titled "Pull" with a close button (X) in the top right corner. The main content area is titled "Student pull data for this day". It displays the following information:

- Student name: **Altstaetter, Camden A.**
- Date: **15-OCT-25**
- Remarks:
- Pull msg: -

Below this information are two buttons: a yellow "Revert" button and a blue "Save remark" button. At the bottom right of the window is a blue "Done" button.

At the bottom of the window, there is a table with the following data:


Assignment	Purpose	Remarks	Event Requested	IE Requested	IE Request Remark
Berberick, Kristian A.		Quantum Entanglement Essay			

# 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			<a href="#">more dates</a>

# What if student already pulled by another?

Pull

Student pull data for this day

Student name **Alwine, Malachi A.** Date **20-OCT-25**

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

Pull msg: -

**Trump**

Assignment	Purpose	Remarks	Event Requested	IE Requested	IE Request Remark
Astry, Karson A.					

**Done**

“Pull” button shows as “Trump.”

The other teacher shows at the bottom of the pull page.

**Alwine, Malachi A.** Date **20-OCT-25**

Please do not enter sensitive personal information in this database

**!** You are attempting a "Trump." Continue? Have you contacted the teacher already assigned?

Cancel **Trump**

nt	Purpose	Remarks	Event Requested	IE Requested	IE Request R
A.					

...and you will get a warning that you are attempting to Trump another teacher if your school has settings to allow Trumping and rely on etiquette, instead of restrictions set. If restrictions are set, your trump may be prevented.

# Show Destinations block before Flex

Click Destinations

The screenshot shows the RFLEXM, LLC main menu on the left with options: Set School, User Group Main Menu, Teacher Main, Help a kid find destination, Student Main, and Staff Duties Report. The main content area displays the user's name 'Berberick, Kristian A.', school 'High 61 District', and next pull date '11-AUG-25'. Below this, there are three buttons: 'Pull', 'Destinations', and 'Flex Attendance'. The 'Destinations' button is highlighted with a blue background and a black arrow pointing to it from the text 'Click Destinations' above.

Get this

The screenshot shows the RFLEXM, LLC interface with the 'My Destinations' table displayed. The table has columns for Last, Room, Teacher, Purpose, and Date1. The data is filtered by Teacher 'Berberick, Kristian A.' and Date '11-AUG-25'. A large blue arrow points from the 'Destinations' button in the previous screenshot to this table. The table contains 22 rows of data, and a 'Download' button is visible at the bottom. The page number 'row(s) 1 - 22 of 22' is shown at the bottom right.

Last	Room	Teacher	Purpose	Date1
Alspach, Maxwell A.	102	R. Beuhler		10-AUG-25
Allstaetter, 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, Maysen 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
<a href="#">Aaron, Liam A.</a>	1	P	Teacher Pull	Unit 5 do-over	Desk Seat	11-AUG-25
<a href="#">Altorfer, King A.</a>	2	P	-	Silent Study Hall	Desk Seat	11-AUG-25
<a href="#">Altstaetter, Camden A.</a>	3	P	-	-	Desk Seat	11-AUG-25
<a href="#">Antonie, Mark A.</a>	4	P	-	Silent Study Hall	Desk Seat	11-AUG-25
<a href="#">Asmuth, Martin A.</a>	5	P	-	Silent Study Hall	Desk Seat	11-AUG-25
<a href="#">Aucker, Travis A.</a>	6	P	-	Silent Study Hall	Desk Seat	11-AUG-25
<a href="#">Battay, Kobe A.</a>	7	P	-	Silent Study Hall	Desk Seat	11-AUG-25

# Edit an individual student's attendance

The screenshot shows a web form titled 'PAT' with a close button (X) in the top right corner. The form contains the following fields:

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

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
Burke, Travis A.	6	P	-	Silent Study Hall	Desk Seat	11-AUG-25

# Questions?

Reminder! APP is not 24/7

	<b>Mon-Fri</b>	<b>Sat</b>	<b>Sun</b>
Available	6am	6am	6am
Stopped	10pm	10pm	10pm



RIVERBEND  
HIGH SCHOOL

**Go Bears!**